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CITY OF NORWICH

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE YEAR ENDED 31st MARCH, 1919

COMMITTEE:

Chairman—ALDERMAN HENRY J. COPEMAN, J.P.

Vice-Chairman—

ALDERMAN R. G. BAGSHAW, J.P. (Till Nov., 1918)

COUNCILLOR J. F. HENDERSON, J.P. (From Nov., 1918)

Members of the Council—

COUNCILLOR SIR A. W. F. BAGGE, BART., B.A., LL.B.

ALD. DR. E. E. BLYTH, J.P., B.A.

COUNCILLOR GEORGE CUBITT

COUNCILLOR GEORGE DENNIS

COUNCILLOR WALTER J. JOSEPH

COUNCILLOR A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT., Deceased)

REV. W. BUSBY, M.A.

REV. J. GLYNN EDWARDS, B.A.

MR. F. W. HARMER, J.P., M.A., F.G.S., F.R. MET. SOC.

MR. FRANK C. HINDE

MR. WALTER RYE

Town Clerk—ARNOLD H. MILLER, O.B.E.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL, F.L.A.

THE
JOHN CRERAR
LIBRARY

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MAY 22 1940
UNIVERSITY OF ILLINOIS

CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1918-19

The Public Library Committee have pleasure in presenting the following report on the work accomplished during the financial year ended 31st March, 1919.

COMMITTEE.

The Committee have sustained an irreparable loss by the death of the Dean of Norwich (the Very Rev. H. C. Beeching, D.D., D.Litt.), who had been a co-opted member of the Committee since December, 1913. His services as an eminent man of letters were a most valuable asset to the Library, and they were greatly appreciated by the Committee. He kept in close touch with the City Librarian, he took an enthusiastic and active interest in the work of the Library, and he was an ardent supporter of the series of public lectures held under the auspices of this Committee. He induced several distinguished lecturers to give their services freely, and he favoured the Committee by giving three scholarly lectures —described by the *Library World* as "the best of their kind"— on "Shakespeare and the English Ideal," "Thomas Gray" and "English War Poetry," all of which he kindly allowed to be printed *in extenso* in the "Readers' Guide," published by this Committee. As a memento of the Dean's connexion with the Library, Mrs. Beeching kindly presented the bust of Milton from his private library, and she also gave the manuscript of the life of George Borrow, upon which he was engaged at the time of his death. The City Librarian has prepared an annotated bibliography of the Dean's writings and the works edited by him, which will be published in the April number of the "Readers' Guide," with a charming memoir of the Dean by his life-long friend, Sir Sidney Lee, D.Litt., F.B.A., to whom the Committee is much indebted.

Owing to ill-health Alderman R. G. Bagshaw severed his connexion with the Committee in November. He served on the Committee continuously from the year 1883, and he was its esteemed vice-chairman from November 1907 to 1918. Throughout his long service he was keenly interested in the Library, and his business acumen was much appreciated by his fellow-members.

In December the Committee had great pleasure in congratulating Mr. F. W. Harmer on his receiving the distinction of the honorary degree of Master of Arts, conferred upon him by the University of Cambridge in recognition of his eminent services to geology.

STOCK.

During the year 1,152 volumes and 234 pamphlets were added by purchase or gift, 794 volumes being located in the Lending Library, 237 volumes and 42 pamphlets in the Reference Library, and 121 volumes and 192 pamphlets in the Local Collection.

ISSUES AND VISITS.

The total number of volumes issued to readers during the year from the Lending and Reference Departments was 139,545 as compared with 138,865 volumes issued last year, making an increase of 680 volumes. The estimated number of issues of directories, year-books and kindred publications on the open shelves of the Reading Room, based on actual counts, was 24,560, giving a total issue of 164,105, excluding numerous references to time-tables, local prints and photographs. Further particulars of these issues are given under the headings, "Lending Library" and "Reference Library," and in the statistical tables on pages 16-17.

The estimated total visits to all departments of the Library was over 600,000.

LENDING LIBRARY.

On March 31 the Lending Library stock consisted of 20,145 volumes, the number of volumes in each class being shown in the statistical table on page 16. During the year 228 worn-out books were withdrawn, and 36 were replaced.

The statistical table on page 16 shows the monthly issues of books for home reading from each class. The Lending Library was open on 281½ days, reckoning Thursday (the early closing day) as a half-day, and 126,355 volumes were issued, giving an average daily issue of 448 volumes. The highest issue on a single day was on Saturday, January 25, when 837 volumes were issued. The total number of volumes issued from the adult and juvenile sections is a decrease of 1,342 on that of the previous year; the total issue from the adult section shows an increase of 3,662 volumes, but there was a decrease of 5,004 volumes from the juvenile section, which is explained on page 6.

The statistics show the vicissitudes of readers in their choice of subjects, as compared with those of last year. There were increases in the following sections: Philosophy, 113 vols.; Sociology, 749 vols.; Language and Literature, 419 vols.; Natural Science, 418 vols.; Biography, 5 vols.; Geography and Travel, 885 vols.; History, 209 vols.; and Fiction, 1,684 vols. The decreases were as follows: General and Bibliography, 14 vols.; Religion, 50 vols.; Useful Arts, 598 vols. (this decrease was probably due to the fact that this section requires to be increased with numerous standard technical books); Fine Arts, 158 vols.; Juvenile Fiction, 3,423 vols.; and Juvenile Miscellaneous, 1,581 vols.

The present percentage of fiction issued from the adult and juvenile sections is 69.58, the fiction issued from the adult section only being 68.76, as compared with 69.67 per cent. last year.

LIBRARY PUBLICATIONS.

Four numbers of the "Readers' Guide" were issued during the year, three of which contained, in addition to the usual annotated list of books added to the Library, a special annotated and classified catalogue of books on a subject of particular interest. In the April number was published the excellent lecture on "English War Poetry," which the late Dean of Norwich delivered under the auspices of this Committee in January, 1918. The July number contained an account of the life and writings of Mr. Arthur H. Patterson ("John Knowlittle") by the City Librarian, and an annotated bibliography of his writings, which was arranged in five sections: (1) Manuscripts; (2) Books and Pamphlets; (3) Principal Articles; (4) Cartoons; (5) Biography. The October number contained a reading list on Sir Walter Ralegh, prepared in connexion with the Ralegh tercentenary on October 29, and a classified catalogue of books on Literature and Life, the subject of the Norwich University Extension Lectures, delivered by the Rev. J. L. Barkway, M.A. A select annotated list of books and articles on Town Planning and Housing was published in the January number.

The ninth edition of the Fiction Catalogue, published in February, 1918, became out of print in February, and therefore a tenth edition has been ordered.

The card catalogues (authors and subjects) of the books in the Lending Library have been kept up to date, and have been much used by the public.

BORROWERS.

3,506 tickets have been issued to new borrowers, viz.: 2,322 ordinary tickets, 513 juvenile tickets, and 671 students' tickets. There are now 8,354 tickets in force, viz., 5,599 ordinary tickets, 979 juvenile tickets, and 1,776 students' tickets.

DONATIONS.

A list of donors of books is printed on pages 13-15, and mention of several of the donations is made under the heading, "Local Collection."

WORK WITH SCHOLARS.

The Juvenile Section of the Lending Library has been increased by 104 volumes, and now contains 1,836 volumes, of which 848

volumes deal with various departments of knowledge, and 988 volumes are fiction. The total issue was 30,389, being a decrease of 5,004 volumes as compared with last year. This considerable decrease was due to the re-opening of the school libraries in the elementary schools, which were closed by the Education Committee in 1915 as a matter of economy. The fiction issue in this department has increased from 71.62 per cent. to 72.15 per cent.

The second edition of the Catalogue of Books in the Juvenile Department, which was published in 1916, is out of print, but owing to the great increase in the cost of printing the Committee are unable to order a new edition.

REFERENCE LIBRARY.

On page 17 is a statistical table showing the monthly issues of books in the Reference Library, which was open on 307 days. The total number of volumes issued was 13,190, an increase of 2,022, giving a daily average of 43 volumes as compared with 37 volumes last year.

Now that the Sub-Librarian has returned from military service, and the demobilisation of the Chief Assistant in the Lending Library is anticipated, it is hoped that the work of classifying and cataloguing all the books in the Reference Library will be begun very soon.

LOCAL COLLECTION.

The valuable and extensive collection of literature relating to Norfolk and Norwich has been increased by 121 volumes and 192 pamphlets, the majority of which were received as donations.

The most noteworthy additions to the collection are the following: Commonplace book of Caleb Burrell Rose, a nineteenth century geologist long resident in Norfolk, and a copy of his "Sketch of the Geology of West Norfolk" (Swaffham: 1836), containing his manuscript notes; Manuscript list of patents granted, 1617-1852, to persons resident in Norfolk, compiled by the late Mr. Richard B. Prosser, sometime Superintendent of Examiners at the Patent Office; Elis Wyn's "The Sleeping Bard," translated by George Borrow (1860); Typewritten account of the Call Family, 1676–1767, and a typewritten copy of the life of Martin Call of Thetford, 1676–1767, written by himself, presented by Mr. Charles S. Romanes, of Edinburgh; "Records of the 54th, West Norfolk, Regiment (Roorkee, 1881), presented by Mr. Reginald S. Harper, B.A., of West Ealing, London; "Love in Idleness," poems (1883), being the second volume to which the late Dean Beeching was a contributor; and eleven etchings by John Sell Cotman, and an original drawing by M. E. Cotman, presented by James Reeve, Esq., F.G.S.

The systematic classifying and cataloguing of the entire collection, which was suspended during the war, will shortly be continued.

The unique copy of Francis Blomefield's printed letter of inquiry (in the Local Collection) used by him in the compilation of his History of Norfolk will be reprinted and also published in facsimile in the next part of "Norfolk Archæology" (now in the press), with an introductory article by the City Librarian.

An enlarged edition has been ordered of the "Guide to the Study of Norwich," compiled by the City Librarian in 1914, which has been out of print for more than a year.

The War Section which was begun in 1917 with the object of forming a local record of Norfolk's share in the Great War has been augmented with a fair number of photographs and printed material.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

The Norfolk and Norwich Photographic Survey Collection has been increased by 247 prints, and 14 lantern slides, and it now numbers 2,441 prints and 73 lantern slides. Most of the additions of prints, as was the case in 1917 and 1918, relate to Norfolk's share in the Great War, to which reference is made in the preceding paragraph. There is only the small sum of £5 2s. 5d. available for obtaining prints from negatives offered on loan.

NORFOLK AND NORWICH ROLL OF HONOUR.

In regard to the Roll of Honour of the natives and residents of Norfolk and Norwich who have fallen in the War, which is required in connexion with the Norwich University College Scheme and the proposed Memorial Chapel in the Cathedral, this Committee has agreed that the Roll shall be compiled under the supervision of the City Librarian, provided that the wages for the necessary clerical assistance and the other expenses are not charged to the Public Library funds. With the view of obtaining uniform and adequate biographical particulars, which will enhance the value of the Roll, printed forms have been issued. The Cathedral Authorities have handed over the lists received by them.

NEWS AND READING ROOMS.

The News and Reading Rooms have again been used extensively by civilians and soldiers. The estimated attendances in these rooms, based on actual counts, is 460,000, giving a daily average of 1,498 persons.

BOOKBINDING.

The sum of £67 16s. 10d. was expended on the binding of 762 volumes in the Lending and Reference Departments, and £1 11s. 4d. was paid for stamping the classification marks on 375 volumes.

Several hundred minor repairs to books were executed by the library staff.

BOOKS FOR THE BLIND.

The Library's subscription to the National Lending Library for the Blind was continued for the loan of 20 volumes periodically. The total number of volumes borrowed during the year was 109, as against 101 last year.

PUBLIC LECTURES.

Last year a course of free public lectures, held monthly, was inaugurated as a result of the success of the occasional lectures previously arranged by the Committee in connexion with centenaries of authors. The keen appreciation by the public of these lectures led the Committee to arrange another course of lectures, which were delivered fortnightly. There were the following twelve free public lectures, nine of which were delivered in the Lecture Room, and three at the Technical Institute where there is more accommodation :

Date.	Subject.	Lecturer and Chairman.
1918.		
†Oct. 14	How to Read.	Prof. John Adams, M.A., B.Sc., LL.D. (Chairman : The Lord Mayor).
,, 29	Sir Walter Ralegh.	Mr. W. J. Blake, M.A. (Chairman : Alderman H. J. Copeman).
Nov. 11	Poetry and Plays of John Masefield.	Prof. James Shelley, M.A. (Chairman : Alderman H. J. Copeman).
,, 25	*Alchemy	Mr. M. M. Pattison Muir, M.A. (Chairman : Mr. W. Lincolne Sutton, F.I.C.).
Dec. 16	*George Borrow.	Mr. Edward Peake. (Chairman : Canon Hay Aitken).
1919.		
†Jan. 13	*Town Planning and Housing.	Mr. Arthur E. Collins, M.Inst.C.E. (Chairman : Alderman H. J. Copeman).
,, 27	How to Read a Novel.	Mr. M. M. Pattison Muir, M.A. (Chairman : Councillor A. M. Stevens).
Feb. 10	*Airships and Aeroplanes.	Mr. J. T. Morton, A.F.Aë.S. (Chairman : Mr. Hugh Ramage, M.A.).
,, 24	The Dramatic Significance of Ibsen.	Prof. James Shelley, M.A. (Chairman : Mr. M. M. Pattison Muir, M.A.).
Mar. 10	The British Press and Sources of News.	Mr. T. L. G. Burley. (Chairman : Alderman H. J. Copeman).
† ,, 24	Reminiscences of a Field Naturalist.	Mr. Arthur H. Patterson ("John Knowlittle"). (Chairman : Mr. A. Cozens-Hardy).
April 7	*Southern Palestine and General Allenby's Entry into Jerusalem.	Rev. J. H. Griffiths, M.A. (Chairman : Rev. S. R. Laver).

* With lantern illustrations.

† Delivered at the Technical Institute.

NORWICH UNIVERSITY EXTENSION SOCIETY.

The customary practice of co-operating with the Norwich University Extension Society, by publishing a select list of books relating to the subject of the series of lectures arranged by the Society was continued in the October number of the "Readers' Guide," which contained an annotated and classified catalogue of books on "Literature and Life," the subject of the twelve lectures by the Rev. J. L. Barkway, M.A. At the first lecture he congratulated the centre on the close co-operation of the Library, and said he had never been in a centre where the connexion was so close.

The City Librarian was re-elected a co-opted member of the Committee of the Society.

CENTRAL LIBRARY FOR STUDENTS.

The City Librarian was able to obtain on free loan from the Central Library for Students several expensive standard books (not in our Library) for Norwich citizens.

NORWICH ART CIRCLE.

The 67th exhibition of the Norwich Art Circle was held in the Lecture and Exhibition Room from September 7 to 21 inclusive.

THE LIBRARY IN WAR-TIME.

The Library has continued to fulfil the special national functions, to which attention was drawn in previous annual reports.

The numerous soldiers billeted in Norwich again availed themselves of the facilities for recreative reading and study, afforded by the Lending and Reference Departments. The City Librarian, in addition to advising soldiers in their choice of books for study, closely co-operated with the Army Education Officers in connexion with the courses of study for soldiers in the graduated battalions. Each Battalion Education Officer in the city or county was allowed to borrow ten books at one time, and he was also allowed to borrow books for students in his battalion.

By request of the Education Officer of the 64th Division of the Army the City Librarian arranged eleven lectures for the young soldiers in the graduated battalions in the City, and they were delivered in the Lecture Room during the months of October to January. The lectures were similar to those arranged last year, and most of them were illustrated by the electric lantern. The following lectures were given, and the Committee were indebted to the lecturers named, who kindly gave their services :—

Subject.	Lecturer.
* Airships and Zeppelins.	Mr. J. T. Morton, A.F.Aë.S.
* Norwich, past and present.	Mr. Walter Rudd.
* Development of the Aeroplane.	Mr. J. T. Morton, A.F.Aë.S.
* The Making of a Modern Book.	Mr. Geo. A. Stephen, F.L.A.
The Moon.	Mr. J. Beattie.
The British Press and Sources of News.	Mr. T. L. G. Burley.
* Southern Palestine and General Allenby's Entry into Jerusalem.	Rev. J. H. Griffiths, M.A.
* Japan, its people, customs and religions.	Rev. F. E. Hamond.
†* Carrow Works.	Mr. F. R. Widdows, F.R.G.S.
* Denmark and Sweden.	Mr. Edward Peake.
* The New Transport.	Mr. A. E. Collins, M.Inst.C.E.

The Chairman of this Committee received the following letter of appreciation from Lieut.-Colonel R. E. Crichton, General Staff, 64th Division :—

64th Division, Headquarters,
Norwich.
March 25, 1919.

Dear Sir,

On the departure of the graduated Battalions of this Division from Norwich I am desired by General Sir J. E. Capper, K.C.B., the Divisional Commander, to write and thank the Library Committee for their kindness in allowing the use of the Hall at the Library for the series of Soldiers' Lectures which have been given there during the winter months.

These weekly lectures have proved most popular, and of real educational value to the troops stationed in the city, and the Divisional Commander is especially grateful to the City Librarian, Mr. Geo. A. Stephen, for the ready way in which he has given time and trouble not only in arranging an exceptionally interesting syllabus of subjects, but also in so kindly giving his personal assistance with the lantern at the numerous lantern-illustrated lectures.

Thanks are also due to you and your Committee, and to the Librarian, for your generous extension of facilities to the officers, non-commissioned officers and young soldiers of the various graduated battalions in the loan of books—a privilege which has been greatly appreciated, and has been a valuable aid to the educational work carried on during the winter amongst the troops here.

The whole Division will carry away with it very pleasant recollections of the kindness it has met with from your Committee and yourself.

Yours sincerely,
R. E. Crichton, Lieut.-Colonel,
General Staff, 64th Division.

The Lecture Room was used on several occasions by the 64th Division for official lectures and conferences.

A further batch of printed material relating to local war activities was forwarded to the Imperial War Museum.

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* With lantern illustrations.

† This lecture was followed by a visit to Carrow Works, by the kindness of Messrs. J. J. Colman & Son.

The Library has been a receiving depôt for the Camps Library (the official organization for providing libraries for all the camps of the British Armies at home and abroad) since February, 1916. During the year about 110 books and 445 magazines and periodicals were forwarded from Norfolk and Norwich readers, making a total of 7,413 items sent since February, 1916.

STAFF.

The routine work of the Library was again carried on with considerable difficulty, owing to three further changes in the temporary staff of lady assistants. Miss L. M. Runacres, who passed with merit the Library Association's examination in Library Routine, resigned in November, and Miss E. E. Baker, who had acted as the Librarian's Chief Assistant since April, 1915, resigned in March, she having obtained a more lucrative appointment. Mr. J. J. Brooks, who had been on the staff for about 23 years, formerly as a book repairer and latterly as a newsroom attendant, died on November 2.

The Committee were glad to welcome the Sub-Librarian, Lieut. Charles Nowell, on his return to the Library in March, after three and a half years' service in the Army in France and at home. The Committee are pleased to record that Sapper Frank T. Bussey, the Chief Assistant in the Lending Library, was awarded the Military Medal for gallantry and devotion to duty in the offensive in July, 1918.

CONCLUSION.

Owing to the great decrease in the purchasing power of money, the Committee had to report to the Council in November that it was impossible to maintain the efficiency of the Public Library on the product of a penny rate, and to recommend the Council to take the necessary steps for the removal of the library rate limit as applying to Norwich. The Council approved the recommendation. Its decision to adopt the Museums Act, 1891, as a means of releasing a farthing rate for the benefit of the Library will relieve the Library of part of its financial strain, but it will not place the Library on its pre-war financial footing. A great amount of re-organizing work has to be done in the Reference Library before it can be of full use to the citizens, and other important library work awaits execution. Unfortunately the product of the library rate in Norwich is one of the smallest in this country, as compared with towns of similar size.

The statistics herein presented show that the Library continues to make satisfactory progress, and that the adult section of the Lending Library and the Reference Library have been more largely used, notwithstanding the withdrawal of the soldiers from

the city, many of whom constantly used the Library. Much good work has been done during the year which cannot be recorded by mere statistics. As an example of such work, it may be stated that in response to an application from the Norwich Branch of the Voluntary War Workers' Association, the City Librarian and his Deputy compiled an extensive annotated and classified list of books suitable for soldiers. Mrs. James Stuart, an Hon. Secretary of the Association, expressed her satisfaction with the list, and stated that the Association had purchased 652 of the books from its surplus funds, and had forwarded them to the Army of Occupation in Cologne.

The Committee are gratified that the Library is being used so extensively, and that an increasing number of citizens are realising that in addition to its recreative value, the Library serves the purpose of a bureau of information.

In conclusion the Committee wish to express their appreciation of the services rendered by the City Librarian through the past year. In spite of many difficulties created by war conditions, his untiring energy and initiative capacity have been mainly instrumental in extending the operations and usefulness of the Library.

HENRY J. COPEMAN,
Chairman.

DONORS TO THE LIBRARY.

	Vols.	Pamphlets.	Prints.
Allchin, J. H., Maidstone		1	
Andrews, H. C., London		1	
Baker, Arthur E., Taunton	1		
Baroda Library, India		2	
Beecheno, F. R., Norwich ...		38	
Beeching, Mrs., Norwich		2	
Beeching, The Late H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich)		3	
Beloe, E. M., F.S.A., King's Lynn ...		1	
Birmingham University	1		
Bolingbroke, L. G., Norwich ...		1	
Brighton Public Library	1	1	
Bristol University	1		
British Association for the Advancement of Science	1		
British Gas Light Co., Norwich ...		3	
British Museum, Trustees of ...	3	1	
British Red Cross Society (Norwich Division)	1	4	
Brown, Rev. W. F., M.A., Norwich ...	1	1	
Canada, Secretary of State for ...	1		
Canadian Government Office, London	1		
Caxton Press, London		1	
Chamberlin, Alderman G. M., Lord Mayor of Norwich	1		
Chapman, J. G., Norwich ...		1	
City and Guilds of London Institute ...	1		
Coleridge, Hon. Stephen	1		
College of Preceptors, London ...	1		
Collins, A. E., M. INST. C.E. ...	2	1	
Co-operative Union, Manchester ...	1		
Cozens-Hardy, Sydney, LL.B., Norwich		4	
Crowe, F., Norwich		1	
Dod's Peerage, Ltd., London ...	1		
Durham University	2		
Edinburgh University	1		
Egyptian Society of East Anglia ...		1	
English Oil Fields, Ltd.		1	
Euren, A. D., Norwich	1	3	
Fell, Sir Arthur, M.P., London ...		3	
Flavell, W. P., Norwich		1	
Freedom Association, London ...	1		
Goose, A. W., Norwich	1		

	Vols.	Pamphlets.	Prints.
Goose & Son, Norwich		1	
Grand, A. R., Norwich		4	
Gurney, J. H., F.L.S., F.Z.S., Keswick ...	37	3	
Gurney, Robert, J.P., M.A., Ingham ...		2	
Haggard, Sir H. Rider, Ditchingham	1		
Hampson, Rev. W., Norwich ...	1		
Hannah, Rev. Canon J. A., M.A., Norwich		3	
Harper, R. S., London	1		
Hooper, James, Norwich	1	4	
Horsey, Sir Algernon F. R. De, Cowes	1		
Howard, H. J., Norwich		2	
Huddersfield Chamber of Commerce ...	1		
Hudson, Rev. J. Clare, M.A., Thornton, Horncastle	3		
India Office	13		
Institution of Municipal and County Engineers		1	
Institution of Petroleum Technologists, London		1	
Johnson, F., Norwich		9	
Lawrence, Rev. J. Alfred, B.A., Dilham	24		
Library of Congress, Washington, U.S.A.	6		
Liverpool University	1		
London University	2		
Macara, Sir Charles W., Manchester ...	1		
Mackley, Councillor T. J., Norwich ...		3	
Mann, A. H., MUS. DOC., Cambridge ...	1		
Manor House Hotel, Ltd., London ...	2		
Matheson, P. E., M.A., Oxford ...		1	
Mills, S. Mealing, Norwich ...		1	
New South Wales, Agent-General for	1		
Norfolk Estuary Co.		1	
Norfolk War Hospital		5	
Norwich Art Circle		1	
Norwich Union Fire Insurance Co. ...		1	
Norwich University Extension Society		1	
Nottingham Public Library ...		1	
Oakley, H. P., Norwich			36
Ogle, H., Ipswich		1	
O'Meara, Lieut.-Col. W. A. J., C.M.G., London	1		
Patterson, A. H., Great Yarmouth ...		5	
Payne, A. H., Norwich	1		
Post Office Telephones, Norwich ...	1	1	

	Vols.	Pamphlets.	Prints.
Preston, A. W., Norwich		9	
Prosser, G., London		1	
Reeve, James, F.G.S., Norwich ...			36
Rockefeller Foundation		1	
Romanes, Charles S., Edinburgh ...		2	
Royal Cruising Club, London ...	1		
Royal Horticultural Society ...		8	
Rudd, W. R., Norwich		1	
Runacres, Miss L., Norwich ...	1		
Rye, Walter, Norwich	3	11	5
Samuel, A. M., M.P.. London ...		1	
Scott, A. F., Norwich	1	1	
Scott, R. Bagge, Norwich ...	4		
Shorthorn Society of Great Britain and Ireland	1		
Smith, A. H., Great Yarmouth ...		1	
Smithsonian Institution, Washington, U.S.A.	2		
Society for Promoting Christian Knowledge		1	
South Africa, High Commissioner for Union of	1		
Stationery Office, H.M., London ...	16	25	
Stephen, G. A., Norwich ...		6	
Stubbs' Publishing Co., London ...	1		
Supple, Rev. W. Rathborne, Thorpe ...	1		
University Tutorial Press ...	1		
Warrington Public Library ...		1	
Whitaker, W., Croydon		2	
Whitebrook, J. C., London ...		1	
Wild, Sir Ernest E., K.C., M.P., London	1		
Wood, T. B.		1	
Woodrow, E. C., Norwich ...		1	
Young, Lieut.-Com. E. Hilton, D.S.O., M.P., Norwich	10		

LENDING LIBRARY

Classification of the Issues of Books, 1918-19

CLASSES.	Stock of Vols.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals: 1917-18.
General & Bibliography	42	5	2	7	3	3	4	6	6	10	2	5	8	61	75
Philosophy	445	58	60	50	59	36	58	62	44	54	71	63	80	695	582
Religion	1,371	113	103	96	64	71	123	147	171	97	120	109	100	1,314	1,364
Sociology	1,432	113	125	164	194	165	175	197	227	211	256	197	179	2,203	1,454
Language & Literature	2,612	554	542	491	454	385	489	554	662	561	600	535	612	6,439	6,020
Natural Science ...	1,047	216	186	255	211	176	183	213	230	195	240	218	257	2,580	2,162
Useful Arts	983	336	271	298	320	261	314	305	314	264	362	361	370	3,776	4,374
Fine Arts	1,298	366	277	269	276	213	325	359	339	328	335	327	396	3,810	3,968
Biography	2,526	269	231	235	216	172	242	273	277	256	231	212	227	2,841	2,836
Geography and Travel	1,252	239	235	228	266	211	206	259	280	263	377	308	296	3,168	2,283
History	1,376	239	296	257	253	220	252	316	269	230	285	229	240	3,086	2,877
Fiction	3,925	5,816	5,257	5,182	5,225	5,050	5,192	5,549	5,965	5,213	6,006	5,429	6,109	65,993	64,309
Tales for Juveniles ...	988	2,104	1,949	1,802	1,882	1,758	1,658	1,738	1,935	1,792	1,866	1,626	1,816	21,926	25,349
Miscellaneous Books for Juveniles	848	731	595	618	671	507	558	573	697	651	887	1,010	965	8,463	10,044
	20,145	11,159	10,129	9,952	10,094	9,228	9,779	10,551	11,416	10,125	11,638	10,629	11,655	126,355	127,697
Number of days open ...		23	23½	23	25	23½	23	24½	24	21½	24½	22	24	281½	279½
Daily average issue, 1918-19 ...		485	431	433	404	392	425	430	476	470	475	483	486	448	—
,, ,, ,, 1917-18 ...		486	396	416	412	400	425	461	524	518	456	494	513	—	457

REFERENCE LIBRARY

Classification of the Issues of Books, 1918-19

CLASSES.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals 1917-8.
General and Bibliography ...	230	252	202	153	209	267	174	190	196	289	151	168	2,481	2,432
Philosophy	1	3	5	1	3	23	3	5	4	9	22	1	80	55
Religion	21	23	37	37	23	123	31	58	24	24	41	24	466	398
Sociology	62	85	66	49	26	70	43	57	38	48	87	54	685	464
Language and Literature ...	84	112	128	59	154	100	156	151	66	136	104	101	1,351	1,297
Natural Science	117	107	124	63	56	37	54	56	26	48	45	43	776	736
Useful Arts	125	130	82	60	147	116	207	95	73	123	162	92	1,412	1,286
Fine Arts	124	82	54	63	88	111	98	62	74	100	120	155	1,131	950
Biography	64	47	52	25	106	88	79	56	68	120	80	63	848	718
Geography and Travel	24	24	21	22	22	15	24	34	29	24	35	25	299	272
History	80	169	249	144	49	94	90	56	42	121	75	95	1,264	768
Local Collection	267	140	263	162	240	247	217	185	126	276	157	117	2,397	1,792
	1,199	1,174	1,283	838	1,123	1,291	1,176	1,005	766	1,318	1,079	938	13,190	11,168
Daily average issue	48	45	51	31	43	52	44	39	33	49	45	36	43	37
Number of days open	25	26	25	27	26	25	27	26	23	27	24	26	307	304

REVENUE ACCOUNT FOR THE YEAR

Expenditure.

	£	s.	d.	£	s.	d.
To Salaries				898	17	5
Insurance	39	15	9			
Rates	77	1	8			
Books and Carriage	202	6	4			
Bookbinding	69	18	4			
Newspapers and Periodicals	125	16	8			
Printing, Stationery, and Library Appliances	76	14	0			
"Readers' Guide"—Printing	17	1	0			
Cleaning Windows	5	12	6			
General Repairs and Cleaning	33	9	11			
Electric Light	77	9	4			
Gas and Water	3	15	5			
Steam for Heating	70	0	5			
Winding and Regulating Clocks	1	19	0			
Telephone Rental	7	15	6			
Employers' Contributions—National Insurance Act, 1911	4	9	3			
Honorarium to City Librarian	25	0	0			
Miscellaneous	34	15	6			
				873	0	7
				1771	18	0
Balance, being excess Income over Expenditure ...				114	4	7
				£1886	2	7

Fines Account for the Year

	£	s.	d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	11	9	9
Purchase of "Norfolk Chronicle" file—Final instalment	12	10	0
	23	19	9
Balance, being excess Income over Expenditure ...	29	14	7
	£53	14	4

Photographic Survey Account for

	s.	d.
To Prints for Photographic Survey	10	6

Hillen's Bequest Income Account for

	£	s.	d.
To Balance, being excess Income over Expenditure ...	13	17	8

ENDED 31ST MARCH, 1919.

Income.

	£	s.	d.	£	s.	d.
By Sale of Borrowers' Tickets		16	3			
Papers	5	3	11			
Post Cards, &c.	4	0	4			
Special Fees for use of Library	13	7	6			
Rent of Basement	15	0	0			
"Readers' Guide"—Sale of copies ...	20	9	3			
"History of Library"—do.	1	1	3			
Hire of Room	4	17	6			
Miscellaneous	3	6	7			
				68	2	7
Rate in respect of the period from 1st April to 30th June, 1918	450	10	0			
Rate for the period from 1st July to 31st December, 1918	910	0	0			
Rate in respect of the period from 1st January to 30th June, 1919—Proportion to the 31st March	457	10	0			
				1818	0	0
				£1886	2	7

ended 31st March, 1919.

	£	s.	d.
By Fines	53	14	4
	£53	14	4

the Year ended 31st March, 1919.

	s.	d.
By Balance, being excess Expenditure over Income ...	10	6

the Year ended 31st March, 1919.

	£	s.	d.	£	s.	d.
By Interest	12	2	8			
Dividends on Investment	1	15	0			
				13	17	8

REVENUE ACCOUNT FOR THE YEAR

Expenditure.

Hillen's Bequest Capital Account for

	£	s.	d.
To Investment in 5% National War Bonds	200	0	0
	£200	0	0

BALANCE SHEET—

Liabilities.

	£	s.	d.	£	s.	d.
Sundry Creditors				99	10	1
Revenue Balance, 31st March, 1918	299	13	11			
Ditto for the current year	114	4	7			
				413	18	6
Fines Account Revenue Balance, 31st March, 1918	37	7	9			
Ditto for the current year	29	14	7			
				67	2	4
Photographic Survey Account—						
Revenue Balance, 31st March, 1918 ...	5	12	11			
Less deficiency for the current year ...		10	6			
				5	2	5
Hillen's Bequest Income Account—						
Revenue Balance, 31st March, 1918 ...	33	15	0			
Ditto for the current year	13	17	8			
	47	12	8			
Less Transfer to Capital Account ...	25	0	0			
				22	12	8
				£608	6	0

ENDED 31ST MARCH, 1919.

Income.

the Year ended 31st March, 1919.

	£	s.	d.
By Contribution received in respect of Capital Sum ...	175	0	0
Transfer from Income Account	25	0	0
	£200	0	0

REVENUE ACCOUNT.

Assets.

	£	s.	d.	£	s.	d.
Cash in hand—Treasurer	606	6	0			
Librarian	2	0	0			
				608	6	0
				£608	6	0

ARTHUR F. GENTRY F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

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CITY OF NORWICH

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE YEAR ENDED 31st MARCH, 1918

COMMITTEE:

Chairman—ALDERMAN HENRY J. COPEMAN, J.P.

Vice-Chairman—ALDERMAN R. G. BAGSHAW, J.P.

Members of the Council—

COUNCILLOR SIR A. W. F. BAGGE, BART., B.A., LL.B.

ALD. DR. E. E. BLYTH, J.P., B.A.

COUNCILLOR GEORGE CUBITT

COUNCILLOR J. F. HENDERSON

COUNCILLOR WALTER J. JOSEPH

COUNCILLOR A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT.)

REV. W. BUSBY, M.A.

REV. J. GLYNN EDWARDS, B.A.

MR. F. W. HARMER, J.P., F.G.S., F.R. MET. SOC.

MR. FRANK C. HINDE

MR. WALTER RYE

Town Clerk—ARNOLD H. MILLER, O.B.E.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL, M.L.A. (on Service).

CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1917-18.

The Public Library Committee have pleasure in presenting the following Report on the work accomplished during the financial year ended 31st March, 1918.

STOCK.

During the year 1,161 volumes and 332 pamphlets were added by purchase or gift, 714 volumes being located in the Lending Library, 283 volumes and 23 pamphlets in the Reference Library, and 164 volumes and 309 pamphlets in the Local Collection.

ISSUES.

The total number of volumes issued to readers during the year from the Lending and Reference Departments was 138,865, as compared with 123,152 volumes issued last year, making a remarkably large increase of 15,713 volumes. These figures exclude the numerous references to directories, year-books, time-tables and kindred publications on the open shelves of the Reading Room, and also to the collection of prints and photographs. Further particulars of these issues are given under the headings "Lending Library" and "Reference Library," and in the statistical tables on pages 16–17.

LENDING LIBRARY.

The stock of the Lending Library on March 31 consisted of 19,351 volumes, the number of volumes in each class being shown in the statistical table on page 16. During the year 311 worn-out books were withdrawn, and 263 were replaced.

On page 16 is a statistical table showing the monthly issues of books for home reading from each class. The Lending Library was open on 279½ days, reckoning Thursday (the early closing day) as a half-day, and 127,697 volumes were issued, giving an average daily issue of 457 volumes. The highest issue on a single day was on Saturday, November 17, when 848 volumes were issued. Since the re-organization of this Department was begun in 1911, the issues have steadily and considerably increased each year, with the exception of the first year of the war, when there was a decrease of 1,130 volumes. This year, however, the increase has been

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THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

much greater than in any preceding year, the increase being 15,499 volumes, making the daily average issue 61 more than last year. The total issues in the year ending March, 1911, were 75,672 volumes; this year they were 127,697 volumes, an increase of 52,025 volumes.

The statistics, as compared with those of last year, show that there have been increases in the issues of books from all sections, excepting Philosophy, and Geography and Travel, the decreases in these sections being 22 and 309 respectively. The increases are as follows: General and Bibliography, 7 vols.; Religion, 140 vols.; Sociology, 128 vols.; Language and Literature, 924 vols.; Natural Science, 211 vols.; Useful Arts, 814 vols.; Fine Arts, 330 vols.; Biography, 779 vols.; History, 699 vols.; Fiction 9,729 vols.; Juvenile Fiction, 207 vols.; Juvenile Miscellaneous, 1,862 vols. The present percentage of fiction issued from the adult and juvenile sections is 70·21, the fiction issued from the adult section only being 69·67 as compared with 69·19 per cent. last year.

LIBRARY PUBLICATIONS.

Three numbers of the "Readers' Guide" were issued during the year, each of which contained the usual annotated list of books added to the Library, and a special annotated and classified catalogue of books on a subject of particular interest. In the June number was published an annotated and classified catalogue of books on America and the Great War, and a reading list on Jane Austen, prepared in connection with the Austen Centenary (see p. 7). The September number contained a select annotated list of recent books and articles on Educational Reconstruction, and a classified catalogue of books on Rome and the Middle Ages, the subject of the Norwich University Extension Lectures. A second supplement to the catalogue of books on the Great War, published in January, 1916, was printed in the January number.

The select annotated and classified catalogue of books, pamphlets and articles dealing with the most important phases of Norwich, entitled, "Guide to the Study of Norwich," which was compiled by the City Librarian, and published in 1914, is now out of print. It has been a means of extending the usefulness of the Local Collection. The copy for an enlarged edition is ready.

Only 54 copies remain of the history of the City Library and the Public Library, entitled, "Three Centuries of a City Library" (3s. net), which was written by the City Librarian, and published last year in commemoration of the sixtieth anniversary of the Public Library. The cost of printing the book has almost been defrayed by the receipts from the copies already sold.

The eighth edition of the Fiction Catalogue, published in April, became out of print in January, and a ninth edition was

printed in February, its price being raised from twopence to threepence owing to the increased price of production.

The card catalogues (authors and subjects) of the books in the Lending Library have been kept up to date.

BORROWERS.

3,008 tickets have been issued to new borrowers, viz.: 1,832 ordinary tickets, 467 juvenile tickets, and 709 students' tickets. There are now 8,501 tickets in force, viz.: 5,027 ordinary tickets, 1,263 juvenile tickets, and 2,211 students' tickets.

DONATIONS.

A list of donors of books is printed on pages 12–15, and mention of several of the donations is made under the heading, "Local Collection."

Special attention is drawn to the late Capt. Frank W. Haldinstein's bequest of books, of which copies were not in the Library. The Committee greatly appreciated the gift of 74 volumes, not merely for its intrinsic value, but as a token of the testator's civic spirit and appreciation of the value of this Library. As an ardent student of history and archæology, Capt. Haldinstein was a constant reader at this Library, and he acknowledged that the valuable Historical Section was of much assistance to him in his studies for the open scholarship for Modern History at Christ Church, Oxford, which he gained in 1912.

The Misses Colman, of Carrow House, kindly presented a handsome wall map-case, in oak, containing six large maps.

WORK WITH SCHOLARS.

The Juvenile Section of the Lending Library has been augmented by 76 volumes, and now contains 1,732 volumes, of which 826 volumes deal with various departments of knowledge, and 906 volumes are fiction. The total annual issue was 35,393 volumes, being an increase of 2,069 volumes. The fiction issue in this department has decreased from 75·44 to 71·62 per cent.

With the view of increasing the usefulness of the Library to scholars, a classified Collection of Pictures illustrating such subjects as geography, history and biography, local history, the sciences and arts, literature, etc., is being formed by co-operation with the Education Committee, who have agreed to pay the cost of the mounts. The Library is providing numerous illustrations from old periodicals and other sources, and a committee of teachers are selecting and mounting the illustrations, which are being classified and stored at the Library for the use of schools. A good start has been made, and it is anticipated that the Library will soon be

in a position to lend to teachers large illustrations as well as books on the subjects of their lessons.

The following three lectures were given at the Library to the senior scholars of the Crook's Place Boys' School, with the object of increasing their knowledge of the practical use of books and illustrations: (1) The history and making of a book, by the City Librarian; (2) Dictionaries and Encyclopædias, by S. W. Grimble, Esq., the teacher of the boys; and (3) Local Maps, Illustrations and Record Photographs, by Edward Peake, Esq., the Head Master.

It is very gratifying to note that an increasing number of senior scholars are using the Library; practically all the scholars in the upper forms at the City of Norwich School and the Girls' Municipal Secondary School are members of the Lending Library.

REFERENCE LIBRARY.

The statistical table on page 17 shows the monthly issues of books in the Reference Library, which was open on 304 days. The total number of volumes issued was 11,168, an increase of 214, giving a daily average of 37 volumes as compared with 35 volumes last year. It was reported last year that it had been impossible for the City Librarian to begin the work of classifying and cataloguing all the books in the Reference Library, owing to the trained assistants being on service. He has naturally been unable to begin the work this year.

LOCAL COLLECTION.

The collection of literature relating to Norfolk and Norwich has been increased by 164 volumes and 309 pamphlets, the majority of which were received as donations.

The outstanding addition to this Collection has been made by A. H. Patterson, Esq., the eminent Norfolk naturalist, who is also well-known to readers of the "Eastern Daily Press" by his pseudonym, "John Knowlittle." In January Mr. Patterson gave to the Library on certain conditions his splendid collection of his writings and sketches, comprising his manuscript note-books from 1878 to 1916 (including original drawings, printed articles and letters), a complete set of his published works relating to the natural history of Norfolk, and about a thousand of his political, football and fishing cartoons of local interest. In February the City Council passed a resolution of thanks to Mr. Patterson for his generous gift. Mr. Patterson is one of the best naturalists which Norfolk has ever produced, and his writings will be of great value to students because they embody the results of his continuous study during the past forty years of the fauna of the Norfolk Estuary

(Breydon)—a district particularly attractive to British naturalists. His note-books are a mine of valuable information, for in them since 1878 he has recorded day by day his careful observations of the fauna, and has preserved notes of curious and interesting specimens which have been brought to him, pen and ink sketches, and coloured drawings of interesting examples, and letters from other naturalists regarding his work. Mr. Patterson is a prolific writer, and in addition to hundreds of articles and letters he has published nearly a score of books, the most important of which are "Notes of an East Coast Naturalist," "Nature in Eastern Norfolk," and "Wild Life on a Norfolk Estuary." An exhibition, representative of his collection, was arranged in the Reading Room of the Library, and aroused much interest.

Other noteworthy additions to the Collection are the following: a collection of old deeds and documents relating to various properties in Norfolk, presented by Councillor George Cubitt; a copy of a scarce publication, "Eleven Original Etchings," by Miles Edmund Cotman, 1846, and a writing-case of John Sell Cotman, presented by James Reeve, Esq., F.G.S.; an album of etchings by Cecilia Lucy Brightwell; a volume of 66 plates for John Hunt's rare work, "British Ornithology," 1815–22, purchased from A. R. Grand, Esq., a grandson of the author, and a volume of 108 plates for the same work purchased from a bookseller. Twenty-one plates only are now required to complete the imperfect copy of the work in the Collection.

The work of classifying and cataloguing the entire Collection has been at a standstill during the year.

Considerable additions of photographs and printed material have been made to the section which was begun last year with the object of forming a local record of Norfolk's share in the Great War. A leaflet has been issued, giving particulars of the desiderata.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

The Norfolk and Norwich Photographic Survey Collection has been increased by 242 prints, and it now numbers 2,194 prints and 59 lantern slides. As was the case last year, most of the additions relate to Norfolk's share in the Great War, to which reference is made in the preceding paragraph.

No donations in cash were received for the development of the Collection, and there is only the small sum of £5 12s. 11d. available for obtaining prints from negatives offered on loan.

NEWS AND READING ROOMS.

The News and Reading Rooms have been used extensively by civilians and soldiers.

BOOKBINDING.

The sum of £56 0s. 1d. was expended on the binding of 632 volumes in the Lending and Reference Departments, and £1 14s. 9d. was paid for stamping the classification marks on 543 volumes. Several hundred small repairs to books were executed by the Library staff.

BOOKS FOR THE BLIND.

The usual subscription was continued to the National Lending Library for the Blind for the loan of twenty volumes periodically. The total number of volumes borrowed during the year was 101, as against 212 last year.

OLD BOOKS AND PERIODICALS.

The best of the books discarded from the adult Lending Library were sent to the Camps Library. Some of the old newspapers were given, as in former years, to the Workhouse.

AUSTEN CENTENARY.

An interesting literary event which did not pass unnoticed in Norwich was the centenary of the death of Jane Austen. An annotated list of the works by and about Jane Austen in the Library was published in the June number of the "Readers' Guide." A small exhibition of books was arranged in the Reading Room, and on the centenary day (July 18) M. M. Pattison Muir, Esq., M.A., delivered a lecture on Jane Austen at the Technical Institute, when the Chairman of this Committee presided.

PUBLIC LECTURES.

The success of the occasional lectures arranged by the Committee last year in connection with centenaries led the Committee to adopt the City Librarian's suggestion that public lectures should form a definite part of the work of the Library. The Committee were further influenced in this decision by a request from the President of the Norwich Branch of the Workers' Educational Association that such lectures should be given. Six free public lectures were therefore delivered, with one exception, in the Lecture Room, and on each occasion the room was filled with an appreciative audience: October 15, Charles Lamb, by M. M. Pattison Muir, Esq., M.A.; the Dean of Norwich presided. November 12, Wordsworth's message for to-day, by Walter Stephenson, Esq., M.Litt.; F. C. Hinde, Esq., presided. December 10, Eighteenth century novelists, by Miss E. S. Brodrick; the Rev. W. Busby, M.A., presided. January 21 (at the Technical Institute),

English war poetry,[1] by the Dean of Norwich; Alderman H. J. Copeman presided. February 18, Abraham Lincoln, and his message for to-day, by the Rev. Lawrence Redfern, M.A., B.D.; Councillor A. M. Stevens presided. March 18, Garibaldi, by the Rev. R. M. Pattison Muir, M.A.; Sir Eustace Gurney presided.

In order that lantern lectures may be given, an electric lantern has been purchased with part of the proceeds from the sale of old books and periodicals. A special series of lectures at the Library for soldiers is referred to on page 10.

NORWICH UNIVERSITY EXTENSION SOCIETY.

In continuance of the recent practice of publishing a select list of books relating to the subject of the series of lectures arranged by the Norwich University Extension Society, the September number of the "Readers' Guide" contained an annotated and classified catalogue of books on "Rome and the Middle Ages," the subject of the lectures by J. Travis Mills, Esq., M.A. At the Annual Meeting of the Society a vote of thanks to the Library was passed for the help rendered.

The City Librarian was re-elected a co-opted member of the Committee of the Society.

CENTRAL LIBRARY FOR STUDENTS.

By request, the Committee recently agreed to co-operate with the Central Library for Students, which was founded in London in 1916. That Library recognises that the limited funds of public libraries prevent the acquisition of standard books for which there is only a very restricted demand, and it therefore aims in one of its aspects to supplement the book resources of public libraries, in so far as the more expensive standard books in any department of knowledge are concerned. It strives to meet the needs of individual students or groups of students who are unable to obtain from other sources books essential for their studies, costing not less than 5s. each. The books are lent free of charge, save for the cost of carriage which must be paid by the applicant both ways. It is desired that all applications from students in Norwich shall be made through this Library.

WORKERS' EDUCATIONAL ASSOCIATION.

The use of the Lecture Room was granted to the Norwich Branch of the Workers' Educational Association. Nine meetings were held, six being devoted to the study of economic problems of the war, and industrial reconstruction, and three to the teaching of history.

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[1] By kind permission of the Dean this lecture has been reprinted in the April, 1918, issue of the "Readers' Guide."

PREHISTORIC SOCIETY OF EAST ANGLIA.

During the year the Prehistoric Society of East Anglia held its meetings at the Library.

COMMERCIAL AND TECHNICAL SECTIONS.

Last year it was reported that this Committee had adopted the City Librarian's suggestions for developing the Commercial and Technical Sections of the Library, with the view of rendering more assistance than hitherto in furthering local industry and trade. These sections must necessarily be strengthened slowly, with due regard to the development of the other sections, and as the general work of the Library will permit. Some progress has already been made, and the additional directories and technical works provided are being much used and appreciated.

At the Annual Conference of the Library Association two sessions were devoted to the subjects of Commercial and Technical Libraries, and their great importance was urged in two resolutions which were carried unanimously. The Rt. Hon. C. Addison, M.P., Minister of Reconstruction, attended the Conference, and in the course of his speech said :

> "In any scheme for promoting the development of commercial and technical information, the results of research and so on in any localities, I hope we shall find that our libraries will play a very important part. . . . I should hope that, as the result of some of your deliberations . . . you will devise a system, and I hope that local authorities interested in the industries of their district will encourage it, whereby use may be made of the public libraries of the country as centres of information of a special character appropriate and useful for the trades in their districts. . . . Once we can bring about a proper working relation between our higher educational system and the business men and the industries of the country, then we shall be on the high road for increased productivity which is essential if we are to maintain our standing after the war."

THE LIBRARY IN WAR TIME.

The Library has continued to fulfil special national functions during the year. The representative collection of books on all phases of the war, and the important problems involved, which was formed in 1915, has been augmented by a careful selection of the best recent books, of which a supplementary catalogue (the second supplement) was published in the January number of the "Readers' Guide."

A large number of the soldiers billeted in Norwich availed themselves of the facilities for recreative reading and study, offered by the Lending and Reference Departments. At the beginning of the autumn a letter was received from the Officer Commanding, thanking the Committee for again placing the resources of the

Library at the disposal of soldiers, and stating that in the past "the facilities have been greatly appreciated by all concerned." Individual letters of thanks were also received from officers and men who found the Library a great boon to them. Lieut.-Colonel W. A. J. O'Meara, C.M.G., marked his appreciation by presenting to the Library a wax model of part of the Somme Battlefields, with which he sent the following letter :

"Dear Mr. Stephen, I have spent many of my leisure moments in Norwich in modelling a part of the Somme Battlefields in wax from a map cut out from "The Times"; it is on a scale of about 1in. to three-quarters of a mile, and the vertical heights have been exaggerated about ten-fold. In view of the assistance you have rendered me, and the facilities that have been placed at my disposal in connexion with the use of your Library, I now wish to offer the map and model to your Library Committee as a small thankoffering. Yours sincerely, W. A. J. O'Meara."

The thanks of the Council were given to Lieut.-Colonel O'Meara for his gift.

The Library contains all the important books recommended in the official syllabus issued by the Army in connexion with the scheme of educational training for young soldiers.

The City Librarian arranged thirty lectures for the young soldiers in the City, by request of the Military Authorities, and they were delivered in the Lecture Room during the first three months of 1918. The lectures were chiefly on historical, topographical, scientific and technical subjects, and most of them were illustrated by the electric lantern. The Committee are indebted to the following lecturers who kindly gave their services : B. H. Barber, Esq., J. Beattie, Esq., R. F. Betts, Esq., B.Sc., Rev. Frank Child, M.A., A. E. Collins, Esq., M.Inst.C.E., W. P. Cooper, Esq., B.A., Thos. Glover, Esq., M.Inst.C.E., Rev. J. H. Griffiths, M.A., Rev. F. E. Hamond, S. Hemsley, Esq., B.A., Mrs. F. W. Ketley, F. M. Long, Esq., A.M.Inst.C.E., Rev. R. M. Pattison Muir, M.A., Edward Peake, Esq., Rev. Lawrence Redfern, M.A., B.D., W. A. Riley, Esq., F.C.S., Walter R. Rudd, Esq., A. F. Scott, Esq., Rev. T. P. Spedding, W. Stephenson, Esq., M.Litt., The Venerable Archdeacon Westcott, D.D., and F. D. Wheeler, Esq., M.A., LL.D. The Chairman of this Committee received an appreciative letter expressing the thanks of Major-General Landon, C.B., to the Committee for allowing the Lecture Room to be used for the lectures, and to the City Librarian for arranging the lectures. The letter stated that the lectures had been of much educational value to the young soldiers and had been much appreciated.

The City Librarian is collecting for the Imperial War Museum, by request, duplicates of any printed material (posters, reports, pamphlets, programmes, etc.) relating to local war activities. A good batch of material has already been forwarded.

The Library has continued to be a receiving depôt for the Camps Library, the official organisation for providing libraries for all the camps of the British armies at home and abroad. During the year about 351 books and 995 magazines were forwarded from Norfolk and Norwich readers, making a total of 6,858 items sent since February, 1916.

In the purchase of books particular attention has been paid to subjects of national importance. Additional standard works on the making of munitions, thrift and economy, and vegetable gardening were obtained. The books on these subjects have been used extensively.

STAFF.

The routine work of the Lending Library is being carried on by a staff of temporary lady assistants during the absence of four members of the permanent staff who are now serving with H.M. Forces. There have been two changes in the personel of the staff. Mr. J. Brooks, who had been in the service of the Committee for about twenty-three years, as a book-repairer and latterly as a newsroom attendant, tendered his resignation in October, owing to failing health.

CONCLUSION.

The various activities of the Library and the increasing number of citizens and soldiers who are using it, are evidences that it is fulfilling its important mission. The Committee are doing their utmost to increase the efficiency of the Library, more especially as they realise its great value to the community at the present time. The words of the eminent scholar and soldier, Lieut.-Colonel Sir Frederic G. Kenyon, K.C.B., Director and Principal Librarian of the British Museum, are even more apposite now than they were last year when they were addressed to this Committee on the occasion of the sixtieth anniversary of the Library: "Every influence that reinforces our spiritual nature makes us stronger for the struggle in which we are engaged; and the Public Library, whether as the source of knowledge or as a reservoir of mental refreshment and stimulus, is a spiritual influence of the first order. We shall fight better and endure hardships better if our minds are trained and our spirits refreshed; and both for knowledge and for imaginative literature we must come to the Library. Therefore, in cherishing our Libraries we are increasing the fighting strength of our nation, and making it more worthy of victory in this, its hour of trial."

The Committee wish again to express their appreciation of the valuable services of their Librarian, Mr. G. A. Stephen, to whose strenuous efforts the increasing usefulness of the Library is largely attributable. Mr. Stephen has maintained and increased the work of the Library in spite of the fact that the absence of the Deputy Librarian and three other members of the staff on Active Service, besides other staff changes, have thrown upon him considerably more work and responsibility.

HENRY J. COPEMAN,

Chairman.

DONORS TO THE LIBRARY.

	Vols.	Pamphlets.	Prints.
Australia, High Commissioner for ...	3		
Beecheno, F. R., Norwich		1	
Beeching, H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich) ...		1	
Berney, H., Croydon			1
Bliss, R. Lee, Norwich		1	
Bolingbroke, L. G., Norwich ...		2	
British Association for the Advancement of Science	1		
British Engineers' Association ...	1		
British Museum, Trustees of... ...		14	
British Red Cross Society (Norfolk Division)		1	
British Red Cross Society (Norwich ... Division)	1	9	
Bryce, Rt. Hon. Viscount, O.M. ...		1	
Burgess, Miss L., Norwich	2		
Burton, C. W., Norwich, Conn., U.S.A.		1	
Buxton, G. F., V.D., D.L., J.P., Dunston ...	2		
Cadet Norfolk Artillery, Norwich ...		1	
Canada, High Commissioner for ...	1		
Carnegie United Kingdom Trust, Dunfermline	5		
City and Guilds of London Institute ...	1		
Clarke, C. J., Norwich			5
Clarke, W. G., Norwich	1		

	Vols.	Pamphlets.	Prints.
Coe, A. E., & Son, Norwich		1	
College of Preceptors	1		
Co-operative Union, Ltd.	1		
Copeman, Alderman H. J., J.P., Norwich	32		
Corlette, Major H. C., Norwich ...		2	
Coulton, G. G., M.A., Cambridge ...	1		
Council for the Study of International Relations, London	1		
Cozens-Hardy, A., Norwich ...	1		
Cozens-Hardy, S., Norwich ...		2	
Crosse, H., M.D., Norwich	9		
Crosskill, Lieut.-Col., R. C. O., Norwich ...		1	
Cubitt, G., Norwich (Deeds relating to Norfolk)		1	
Cudworth, W. H., Norwood, Mass, U.S.A.	1		
Dack, Chas., Peterborough	2	6	
Day, John, Norwich	7		
Dobson, Austin, London	1		
Dod's Peerage, Ltd., London ...	1		
Duffin, H. C., M.A., High School, Newcastle-under-Lyme	1		
Egyptian Society of East Anglia ...		1	
Euren, A. D., Norwich	1		
Finch, J., Norwich		11	1
Fisher, G. H., Norwich		1	
Gallpen, C. G., Norwich		3	
Gerish, W. B., Caister-on-Sea ...	7	1	
Gibson, E. A., Norwich		1	
Gladstone, Capt. Hugh S., F.L.S., London		1	
Goose, H., Norwich		2	
Grand, A. R., Norwich		1	
Great Eastern Railway	1	1	
Great Yarmouth Union		1	
Green, F. J., Norwich		1	
Grocers' Company, London... ...	1		
Gurney, Sir Eustace, Sprowston ...	2	3	2
Gurney, J. H., F.L.S., F.Z.S., Keswick ...	26		
Haldinstein, The late Capt. F. W., Norwich	74		
Hannah, Rev. J. A., M.A., Norwich and Ely Training College		1	
Hemsley, S., Louth	1		
Hooper, Jas., Norwich	1	7	
Hornor, F., and Sons, Norwich ...		1	
Hotblack, Mrs. J., Norwich... ...		1	
Howard, H. J.		1	

	Vols.	Pamphlets.	Prints.
India Office	9		
Jarrold, Messrs., & Sons, Norwich ...	4		
Jewson, Alderman Geo., Norwich ...		1	
John Crerar Library, Chicago, U.S.A. ...	1		
King's Lynn Corporation	1		
Leigh, W. Austen, Roehampton, London		1	
Library of Congress, Washington, U.S.A.	1		
Lister, R. J., London	1	1	
London, Society of East Anglians ...		1	
Long, Sydney H., M.D., F.Z.S., Norwich ...		1	
Lowerison, H., Heacham	2		
Mann, A. H., M.D., Cambridge ...	2	40	1
May, G., Norwich			6
Mercers' Company, London ...	1		
Morgan, Major, Norwich			1
Morris Printing Co., Ltd., Norwich ...		1	
Mullens, W. H., M.A.	1	1	
Museums Journal, Editor		2	
National Union of Teachers	1		
New South Wales, Agent-General for ...	2		
Norfolk and Norwich Eye Infirmary ...		1	
Norfolk County Council		1	
Norfolk Estuary Company		1	
Norfolk War Hospital	1		
Norwich Castle Museum Committee ...	11	1	
Norwich Chamber of Commerce ...		2	
Norwich Consolidated Charities ...		2	
Norwich Post Office Telephones ...	1		
Norwich Union Life Office		2	
O'Donoghue, Rev. E. G., London ...		1	
Oliver, Prof. F. W., London		6	
O'Meara, Lieut.-Col. W. A. J., C.M.G., London	2	2	
Page, J. J. G., Norwich		1	
Paton, J. and J., London	1		
Patterson, A. H., Great Yarmouth ...	68	12	5
Payen-Payne, de V., London ...		1	
Perry, E. & Co., Ltd., London ...	1		
Reeve, James, F.G.S., Norwich ...	2		
Research Defence Society	1		
Restieaux, J. J., Norwich	3		
Roberts, G. H., M.P., Norwich ...	2		
Roberts, Messrs. & Co., Norwich ...		2	
Royal Agricultural Society of England ...	2	3	
Rye, Walter, Norwich	3	4	

	Vols.	Pamphlets.	Prints.
Samuel, Arthur Michael, London ...	1	2	
Scott, R. Bagge, Norwich		1	
Seabrooke, W., Norwich		2	
Sheffield University	1		
Soldiers' and Sailors' Families Association	1	2	
Soman, A. E., & Co., Norwich ...		4	
Southwell, Mrs. E. B., Norwich ...		1	
Stationery Office, H.M., London ...	20	12	
Stubbs' Publishing Co., London ...	1		
Sussex Archæological Society ...	1		
Taylor, Allen, Hessle.		1	
Tennant, Miss, Norwich			3
Thorne, W. Benson, F.L.A., London ...		1	
Tingey, J. G., M.A., Norwich ...		1	
Town and County Directories, Ltd., Edinburgh	1		
University Tutorial Press	1		
Victoria, Agent-General for... ...	1		
Vince, H. J., Norwich		5	
Voluntary War Work Association (Norfolk and Norwich Branch)		1	
Waddel, J. S., Leiston		1	
Walter, J. H. F., J.P., Drayton ...		1	
Williams, Miss, Norwich	4	2	1
Woodrow, E. C., Norwich		2	
Woodward, H., F.R.S., F.G.S., London ...		3	
Young, Lieut. E. Hilton, M.P., Norwich ...	12		

LENDING LIBRARY

Classification of the Issues of Books, 1917-18

CLASSES.	Stock of Vols.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals: 1916-17.
General & Bibliography	42	10	4	4	3	4	8	4	3	8	11	9	7	75	68
Philosophy	437	54	62	51	33	32	41	46	49	53	45	61	55	582	604
Religion	1,342	126	94	98	84	104	105	155	140	96	134	120	108	1,364	1,224
Sociology	1,349	118	90	90	100	106	116	142	130	134	142	132	154	1,454	1,326
Language & Literature	2,539	473	421	507	383	420	390	529	596	535	598	569	599	6,020	5,096
Natural Science ...	1,032	166	169	156	146	106	149	191	239	165	170	250	255	2,162	1,951
Useful Arts	961	389	313	391	332	307	300	401	417	367	392	378	387	4,374	3,560
Fine Arts	1,274	312	259	298	305	268	303	341	412	372	319	370	409	3,968	3,638
Biography	2,457	174	199	239	190	170	198	269	313	278	263	272	271	2,836	2,057
Geography and Travel	1,221	246	210	191	200	153	127	175	198	189	198	181	215	2,283	2,592
History	1,326	241	215	210	187	204	218	285	301	249	260	238	269	2,877	2,178
Fiction	3,639	5,226	4,654	4,940	4,941	5,018	5,215	5,719	5,932	5,627	5,620	5,426	5,991	64,309	54,580
Tales for Juveniles ...	906	2,217	2,046	2,076	2,137	1,902	1,887	2,291	2,378	2,096	2,112	1,990	2,217	25,349	25,142
Miscellaneous Books for Juveniles	826	710	586	741	850	610	712	988	1,221	970	918	874	864	10,044	8,182
	19,351	10,462	9,322	9,992	9,891	9.404	9,769	11,536	12,329	11,139	11,182	10,870	11,801	127,697	112,198
Number of days open ...		21½	23½	24	24	23½	23	25	23½	21½	24½	22	23½	279½	283½
Daily average issue, 1917-18 ...		486	396	416	412	400	425	461	524	518	456	494	513	457	—
,, ,, ,, 1916-17 ...		415	358	353	350	328	381	409	422	428	411	449	454	—	396

REFERENCE LIBRARY

Classification of the Issues of Books, 1917-18

CLASSES.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals 1916-7.
General and Bibliography ...	175	202	108	129	157	165	166	257	274	272	294	233	2,432	2,047
Philosophy	8	6	7	2	1	—	1	10	6	2	4	8	55	112
Religion	43	36	16	16	19	31	44	50	36	48	46	13	398	594
Sociology	34	34	50	38	46	31	35	22	25	67	55	27	464	902
Language and Literature ...	92	75	80	78	65	117	136	133	148	167	106	100	1297	883
Natural Science	33	60	71	48	24	72	23	96	41	102	87	79	736	634
Useful Arts	125	96	109	122	101	157	123	99	34	78	115	127	1,286	1,232
Fine Arts	42	46	51	133	70	54	85	115	78	77	85	114	950	997
Biography	33	62	54	23	72	59	108	60	54	62	71	60	718	772
Geography and Travel	53	17	16	20	31	14	22	20	5	28	21	25	272	173
History	70	61	57	47	43	51	103	60	28	141	70	37	768	868
Local Collection	131	220	169	145	280	137	137	113	102	100	134	124	1,792	1,740
	839	915	788	801	909	888	983	1,035	831	1,144	1,088	947	11,168	10,954
Daily average issue	36	35	30	31	35	36	36	40	36	42	45	38	37	35
Number of days open	23	26	26	26	26	25	27	26	23	27	24	25	304	309

REVENUE ACCOUNT FOR THE YEAR

Expenditure.

	£ s. d.	£ s. d.
To Salaries		774 0 8
Insurance	38 16 6	
Rates	67 3 9	
Books and Carriage	257 16 11	
Bookbinding	57 19 10	
Newspapers and Periodicals	109 7 5	
Printing, Stationery, and Library Appliances	62 18 2	
"Readers' Guide"—Printing	44 19 0	
Cleaning Windows	3 16 6	
General Repairs and Cleaning	97 4 1	
Electric Light	81 2 3	
Gas and Water	3 15 2	
Steam for Heating	52 12 4	
Winding and Regulating Clocks	1 11 4	
Telephone Rental	6 0 0	
Employers' Contributions—National Insurance Act, 1911	3 11 7	
Restoration of Fabric—Balance	122 10 6	
Electric Lantern and Accessories ...	15 4 0	
Bentwood Chairs	9 7 6	
Miscellaneous	25 19 2	
		1061 16 0
		1835 16 8
Balance, being excess Income over Expenditure ...		47 17 9
		£1883 14 5

Fines Account for the Year

	£ s. d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	32 7 5
Bookbinding	1 7 1
Purchase of "Norfolk Chronicle" file—Fifth instalment ...	12 10 0
	46 4 6
Balance, being excess Income over Expenditure ...	6 11 11
	£52 16 5

Photographic Survey Account for

	s. d.
To Prints for Photographic Survey	2 6

Hillen's Bequest Account for

	£ s. d.
To Balance being excess Income over Expenditure ...	33 15 0

ENDED 31ST MARCH, 1918.

Income.

	£ s. d.	£ s. d.
By Sale of Borrowers' Tickets	9 9	
Papers	6 1 5	
Post Cards, &c.	4 10 9	
Waste Paper	47 13 10	
Special Fees for use of Library	12 10 0	
Rent of Basement	15 0 0	
"Readers' Guide"—Sale of copies ...	19 18 10	
"History of Library"—do.	7 12 8	
Accident Compensation	2 0 10	
Miscellaneous	4 16 4	
		120 14 5
Rate in respect of the period from 1st April to 30th June, 1917	458 10 0	
Rate for the period from 1st July to 31st December, 1917	854 0 0	
Rate in respect of the period from 1st January to 30th June, 1918—Proportion to the 31st March	450 10 0	
		1763 0 0
		£1883 14 5

ended 31st March, 1918.

	£ s. d.
By Fines	52 16 5
	£52 16 5

the Year ended 31st March, 1918.

	s. d.
By Balance, being excess Expenditure over Income ...	2 6

the Year ended 31st March, 1918.

	£ s. d.
By Interest—2 years	33 15 0

BALANCE SHEET—

Liabilities.

	£ s. d.	£ s. d.
Sundry Creditors		136 5 5
Revenue Balance, 31st March, 1917	251 16 2	
Ditto for the current year	47 17 9	
		299 13 11
Fines Account Revenue Balance, 31st March, 1917	30 15 10	
Ditto for the current year	6 11 11	
		37 7 9
Photographic Survey Account—		
Revenue Balance, 31st March, 1917 ...	5 15 5	
Less deficiency for the current year ...	2 6	
		5 12 11
Hillen's Bequest Account—		
Revenue Balance, 31st March, 1918 ...		33 15 0
		£512 15 0

REVENUE ACCOUNT.

Assets.

	£ s. d.	£ s. d.
Cash in hand—Treasurer	510 15 0	
Librarian	2 0 0	
		512 15 0
		£512 15 0

ARTHUR F. GENTRY, F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

027.142
N893R
1916/17
cop. 2

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE

YEAR ENDED 31st MARCH, 1917

NORWICH:
Gibbs & Waller, Ltd., Lithographers and Printers, Colegate Street.

CITY OF NORWICH

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

For the Year ended 31st March, 1917

COMMITTEE:

Chairman—

ALDERMAN HENRY J. COPEMAN, J.P. (*Deputy Mayor*)

Vice-Chairman—ALDERMAN R. G. BAGSHAW, J.P.

Members of the Council—

SIR A. W. F. BAGGE, B.A., LL.B.

ALD. BLYTH, J.P., B.A., LL.D.

G. CUBITT

J. F. HENDERSON

W. JOSEPH

A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT.)

REV. W. BUSBY, M.A.

REV. J. GLYNN EDWARDS, B.A.

F. W. HARMER, J.P., F.G.S., F.R. MET. SOC.

F. C. HINDE

WALTER RYE

Town Clerk—ARNOLD H. MILLER.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL, M.L.A (on Service).

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1916/17
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CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1916-17

The Public Library Committee has pleasure in presenting the following Report on the work accomplished during the financial year ended 31st March, 1917.

COMMITTEE.

The Committee has lost by death the valued services of two esteemed co-opted members. Mr. Thomas S. Breese, who died on July 14th, joined the Committee as a Councillor in 1889, and was its Chairman from 1893 to 1907. During his long membership of the Committee he took a keen interest in the Library. Mr. Henry F. Euren, who died on January 9th, became a co-opted member of the Committee in 1880, and served on it continuously until the time of his death. He enriched the Library with many donations of interest and importance, and during his service of thirty-six years he rendered valuable assistance in promoting the usefulness of the Library.

STOCK.

During the year 1,327 volumes and 267 pamphlets were added by purchase or gift, 675 volumes being located in the Lending Library, 534 volumes and 11 pamphlets in the Reference Library, and 118 volumes and 256 pamphlets in the Local Collection.

ISSUES.

The total number of volumes issued to readers during the year from the Lending and Reference Departments was 123,152, as compared with 115,635 volumes issued last year. These figures exclude the numerous references to directories, year-books, time-tables, and kindred publications on the open shelves of the Reading Room. Further particulars of these issues are given under the headings "Lending Library" and "Reference Library," and in the statistical tables on pages 18-19.

LENDING LIBRARY.

The Lending Library stock on March 31st consisted of 18,637 volumes, the number of volumes in each class being shown in the

statistical table on page 18. During the year 219 worn-out books were withdrawn, and 210 were replaced.

The statistical table on page 18 shows the monthly issues of books for home reading from each class. The Lending Library was open on 283½ days, reckoning Thursday, the early closing day, as a half-day, and 112,198 volumes were issued, giving an average daily issue of 396 volumes. The highest issue on a single day was on Saturday, March 10th, when 772 volumes were issued. Last year the Committee reported, in common with the Committees of many other Public Libraries, a decrease in the total number of books issued, the decrease then being 1,130 volumes. This year the Committee is gratified to report the great increase of 6,571 volumes, making the daily average issue 21 more than last year.

The statistics, as compared with those of last year, show that there have been decreases in the issues of books from the following sections: Sociology, 162 vols.; Language and Literature, 331 vols.; Natural Science, 43 vols.; and Fine Arts, 91 vols. On the other hand, there have been considerable increases in the other sections: Philosophy and Religion, 319 vols.; Useful Arts, 758 vols.; Biography, 211 vols.; History and Travel, 460 vols.; Fiction, 2,908 vols.; and Juvenile Literature, 2,467 vols. The present percentage of fiction issued from the adult and juvenile sections is 71·05, the fiction issued from the adult section only being 69·19 as compared with 69·1 per cent. last year.

CATALOGUES: "THE READERS' GUIDE."

Five numbers of the "Readers' Guide" were issued during the year, each of which contained the usual annotated list of books added to the Library, and a special annotated and classified catalogue of books on a subject of particular interest. In the June number was published the lecture on "Shakespeare and the English Ideal," by the Dean of Norwich, a catalogue of "Books for Munition Workers," and a catalogue of books on Child Welfare, prepared in connection with an exhibition on that subject held at the Castle Museum. The September number contained a list of works by and about Thomas Gray, prepared in connection with the Gray Bicentenary (see p. 8) and a catalogue of books on Russia, the subject of the Norwich University Extension Lectures. A list of the Dictionaries, Encyclopædias, etc., in the Reference Library was included in the November number. A supplement to the catalogue of books on the Great War, published in January, 1916, was printed in the January number, which also contained a catalogue of books on Thrift and Economy; the latter catalogue of books, relating to small farming, herb-growing, cookery, food, etc., was prepared in connection with the Thrift and Economy Exhibition at the Castle Museum, and the order for the cultivation of waste land, issued by

the Board of Agriculture. A supplementary list of books on Thrift and Economy was published in the March number, the special feature of which, however, was the lecture on Thomas Gray, by the Dean of Norwich (see p. 8).

The sixth edition of the Fiction Catalogue, published in October, 1915, became out of print in June, and the seventh edition, published in August, became out of print in March. An eighth edition has been ordered.

The card catalogues (authors and subjects) of the books in the Lending Library have been kept up to date.

BORROWERS.

2,656 tickets have been issued to new borrowers, viz.: 1,562 ordinary tickets, 346 juvenile tickets, and 748 students' tickets. There are now 7,667 tickets in force, viz.: 4,402 ordinary tickets, 1,265 juvenile tickets, and 2,000 students' tickets.

JUVENILE SECTION.

The Juvenile Section of the Lending Library has been augmented by 94 volumes, and now contains 1,656 volumes, of which 794 volumes deal with various departments of knowledge, and 862 volumes are fiction. The total annual issue was 33,324 volumes, being an increase of 2,467 volumes. The fiction issue in this department has increased from 71 to 75 per cent.

A new edition of the classified catalogue of books in this Department was published in September, and its price was raised from one penny to twopence, owing to the increased cost of production.

REFERENCE LIBRARY.

On page 19 is a statistical table showing the monthly issues of books in the Reference Library, which was open on 309 days. The total number of volumes issued was 10,954, an increase of 946, giving a daily average of 35 volumes as compared with 32 volumes last year. Owing to the absence of the trained assistants, who are on service, it has been impossible for the City Librarian to begin the work of classifying and cataloguing all the books in the Reference Library. However, an annotated and classified list of the principal dictionaries and encyclopædias was published in the November number of the "Readers' Guide," which will serve as a guide to the numerous quick reference books in the Department, pending the compilation of a proper catalogue.

LOCAL COLLECTION.

The collection of literature relating to Norfolk and Norwich has been increased by 118 volumes, 256 pamphlets and 45 prints,

the majority of which were received as donations. The most noteworthy additions to the collection are the following: six volumes of the manuscripts of John Fransham (1730-1810), free-thinker and tutor, who was born in Norwich; the "Le Strange Records," a printed volume presented by the author, Mr. Hamon le Strange, F.S.A.; G. B. Burrell's Plan of Thetford, 1807, the only other known copy being in private hands; J. O. Browne's Map of Thetford, 1837, of which there are only about four copies; and two manuscripts presented by C. Thomas-Stanford, Esq., M.P. (for Brighton), viz., an order against Robert Green respecting a piece of ground called Augustine Fryers, Norwich, 1612, and a manuscript relating to the Archbishoprick of Canterbury in Matthew Parker's time.

The systematic classifying and cataloguing of the entire collection has also been suspended.

The sum of £13 3s. 5d. was expended on the binding of 78 volumes in this collection.

With the view of preserving a local record of Norfolk's share in the great war, the Committee has begun to collect suitable items, and would welcome donations of printed or written material which would in any way help to further this object. The desiderata includes printed records and photographs of Norfolk regiments; portraits of officers, of men who have obtained distinction, and of those who have fallen; press notices of regiments and of individuals; letters describing the experiences of men at the Front; maps or plans of the actions in which local regiments took part; war posters; recruiting posters; photographs and printed material relating to the Norfolk and Norwich Branches of the British Red Cross, Volunteers, Special Constables, and other war organisations, etc.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

The Norfolk and Norwich Photographic Survey Collection has been increased by 105 prints, and it now numbers 1,952 prints and 59 lantern slides. Most of the additions relate to Norfolk's share in the Great War, to which reference is made in the preceding paragraph. A list of the donors is printed on pages 14-17.

No donations in cash were received for the development of the Collection, and there is only the small sum of £5 15s. 5d. available for obtaining prints from negatives offered on loan.

NEWS AND READING ROOMS.

The News and Reading Rooms have been used extensively by civilians and soldiers. The Scottish newspapers provided for the soldiers were much appreciated.

BOOKBINDING.

The sum of £78 19s. 3d. was expended on the binding of 954 volumes in the Lending and Reference Departments, and £1 17s. 9d. was paid for stamping the classification marks on 627 volumes. Several hundred small repairs to books were done by the Library staff.

BOOKS FOR THE BLIND.

The subscription was continued to the National Lending Library for the Blind for the loan of twenty volumes periodically. The total number of volumes borrowed during the year was 212 as against 228 last year.

DONATIONS.

During the period covered by this Report 471 volumes, 255 pamphlets and 45 prints were presented by various donors (enumerated on pages 14-17), to whom the grateful thanks of the Committee were tendered.

OLD BOOKS AND PERIODICALS.

The best of the books discarded from the adult Lending Library were sent to the Camps Library, and most of the books discarded from the Juvenile Department were sent to the Buxton (Norfolk) Industrial School. Some of the old newspapers were given, as in former years, to the Workhouse.

SHAKESPEARE TERCENTENARY.

The Tercentenary of the death of Shakespeare, to which reference was made in the last report, was commemorated by an Exhibition in the Reading Room which was opened in April, and a series of five lectures arranged by the Committee.

The Exhibition consisted of books, prints, and other material illustrative of the life and works of Shakespeare. The books included various editions of Shakespeare's works and facsimiles of rare copies, and early editions of some of the sources from which Shakespeare obtained materials for some of his plays. The prints were arranged in groups as follows: Portraits, Shakespeare's country, Contemporaries, Actors, Costume, Music, Pictorial illustrations of Shakespeare, Elizabethan London, and Shakespeare Memorials. The miscellaneous items included facsimiles of Shakespeare's will and his known signatures, monumental rubbings, and a unique set of loggats, to which game Hamlet makes reference. Sir Sidney Lee, D.LITT., F.B.A., the greatest living authority on Shakespeare, described the exhibition as "a model of capable arrangement." The exhibition aroused much interest, and was visited by many people, including several classes of senior scholars, accompanied by their teachers.

The following lectures were delivered at the Technical Institute, the lecture room at the Library being too small for the purpose. April 26th, "Shakespeare as National Hero," by Sir Sidney Lee, D.LITT., F.B.A.; the Lord Mayor presided. May 3rd, "Shakespeare and the English Ideal," by the Very Rev. the Dean of Norwich; the Sheriff of Norwich presided. May 10th, "Shakespeare and Music," by Mr. A. Batchelor, M.A., with musical illustrations; Mr. Fred. Henderson presided. May 17th, "Dramatic Companies in Norwich of Shakespeare's Time," by Mr. L. G. Bolingbroke; Mr. Walter Joseph presided. May 24th, "The Plant-Lore of Shakespeare," by Mr. Edward Peake; Mr. Fred Henderson presided. For the first two lectures one shilling was charged for admission, and the net proceeds were sent to the Jenny Lind Hospital in Norwich (£7 12s. 6d.), and the Camps Library (£8 5s. 6d.). The remaining lectures were free, but collections were taken on behalf of the Camps Library, and £3 19s. 6d. was received. Mr. Arthur Batchelor, M.A., also delivered at the Library two lectures on Shakespearean Music to children sent from the Elementary Schools. At the request of the Shakespeare Festival of Mercy, Shakespeare Medallions were sold at the Library in aid of the British Red Cross Society, the National Committee for the Relief of Belgium, and the League of Mercy; the money thus obtained together with donations amounted to £6 7s. 0d.

GRAY BICENTENARY.

Another important literary event which did not pass unnoticed in Norwich was the bicentenary of the birth of the poet Thomas Gray, which occurred on December 26th. An annotated and classified catalogue of the works by and about Gray in the Library was published in the November number of the "Readers' Guide." A small exhibition of prints and works was arranged in the Reading Room, and the Dean of Norwich delivered a lecture on Thomas Gray at the Technical Institute on December 15th, when the Deputy Mayor and Chairman of this Committee presided. The Dean's Lecture was published in the March issue of the "Readers' Guide."

NORWICH UNIVERSITY EXTENSION SOCIETY.

In continuation of the recent practice of publishing a select list of books relating to the subject of the series of lectures arranged by the Norwich University Extension Society, the September number of the "Readers' Guide" contained an annotated and classified catalogue of books on Russia, the subject of the lectures by Mr. Rothay Reynolds, M.A. Regarding this catalogue, the lecturer wrote: "It is gratifying to find that such an excellent selection of books on Russia is contained in the Norwich Public

Library." It is interesting to record that there has been a considerable demand for books on Russia and for Russian fiction during the past six months.

The City Librarian has been elected a co-opted member of the Committee of the Norwich University Extension Society, and the Library is thus more closely identified with the important educational work of the Society.

PREHISTORIC SOCIETY OF EAST ANGLIA.

During the year the Prehistoric Society of East Anglia held its meetings at the Library during the winter months.

COMMERCIAL AND TECHNICAL SECTIONS.

As the subject of maintaining and developing British industry and commerce has been attracting a great deal of official and public attention, the City Librarian submitted to this Committee a report on the development of the Commercial and Technical Sections of the Library. He pointed out that British Public Libraries, if properly equipped, could render invaluable assistance in furthering British industry and trade, by providing commercial information for business men, and text-books for their employees; and he stated that Committees of Public Libraries in several of the largest British cities and towns are initiating commercial libraries. The Committee has adopted the City Librarian's recommendations, for the development of the commercial and technical sections, so that they will ultimately contain :—

1. A good collection of directories, comprising directories of the English counties, the British Colonies and Dominions, the United States and foreign countries, and the most important trade directories.
2. Gazetteers, atlases, statistical works, etc.
3. Telephone directories issued by the Post Office, and the principal telegraphic codes.
4. Reports of the various Chambers of Commerce and trade associations.
5. Blue-books and other Government publications relating to trade, agriculture, labour, finance, and other matters.
6. Consular Reports, Colonial Reports, and the Commerce Reports issued by the United States Department of Commerce.
7. Year Books and other official books issued by the British Dominions and Colonies.
8. The publications of the Imperial Institute.
9. Best books on the principal local industries, *e.g.*, boots and shoes, engineering, aircraft, wire-netting, silk, etc.
10. The full specifications of patents relating to the subjects of our local industries.
11. Best books relating to economics, commerce and trade, banking, exchange, commercial law, insurance, advertising, etc.
12. Text-books for commercial students dealing with accountancy, book-keeping, arithmetic, shorthand, typewriting, office management, etc.
13. The printed information issued by the Commercial Intelligence Department of the Board of Trade.

14. Periodicals on technical and commercial subjects.

15. A register of local translators ; that is to say, a card index of persons competent and willing to undertake the work of translating letters and preparing documents in foreign languages.

The carrying out of the scheme must necessarily be done slowly, and as the funds and general work of the Library will permit. The Comptroller-General of the Commercial Intelligence Department of the Board of Trade, to whom a summary of the City Librarian's proposals was sent, wrote as follows : " I beg to inform you that the scheme in general appears excellent, and I am pleased to offer the support of this Department in its development.'

SIXTIETH ANNIVERSARY OF THE LIBRARY.

The sixtieth anniversary of the opening of the Library took place on March 16th, and because of the importance of the event, the Committee decided to commemorate it. Norwich occupies a unique place in the history of libraries : the City Library, which was founded in 1608, is the oldest provincial town library with a continuous history to the present time, and Norwich was the first municipality to adopt the first Public Library Act, 1850. The anniversary was commemorated by the publication of a history of the City Library and the present Public Library, an exhibition, and a public lecture.

The souvenir volume entitled, " Three Centuries of a City Library " was written by the City Librarian, and published by the Committee in February at 3/– net. The edition was limited to 300 copies, of which 181 have already been sold. The book was favourably noticed in the library periodicals, the local press, and other publications.

The exhibition, illustrating the history and work of the City Library and the present Library, was arranged in the Reading Room, and was opened on the anniversary day. The contents of the City Library were illustrated by the first Minute Book, 1656-1733 ; the Donation Book, begun in 1659, which records the donations from 1608 to 1737 ; incunabula and other early printed books ; rare bindings ; books of local interest ; prints, etc. The history and work of the present Library were illustrated by a mezzotint of Sir Samuel Bignold, and the silver trowel (kindly lent by Miss Lucy Bignold) with which he laid the foundation stone of the building ; portraits of the chairmen and librarians ; a selection of books and prints from the extensive and valuable Local Collection ; photographs showing the comprehensiveness of the Norfolk and Norwich Photographic Survey Record, including a number relating to Norfolk's share in the Great War ; catalogues and other publications of the Library ; etc.

An instructive and interesting address on " The Place of a

Public Library in the Education of the Citizen" was given by Mr. L. Stanley Jast (Hon. Secretary of the Library Association, 1905-16, and Deputy Chief Librarian of Manchester) on Monday evening, March 19th, at the Technical Institute, when the Lord Mayor presided, and was supported by the Deputy Mayor and the Dean of Norwich. The Lord Mayor, before introducing the lecturer, read the following letter which the City Librarian had received from Sir Frederic G. Kenyon, K.C.B., D.LITT., LL.D., PH.D., the Director and Principal Librarian of the British Museum :—

"It was with great regret that I found myself obliged to resign the prospect of coming to Norwich to take part in the celebration of the sixtieth anniversary of the foundation of your Public Library ; but a call to France is bound to take precedence of all other invitations, however attractive, and I am therefore compelled to send you my congratulations and good wishes by letter.

"A visit to Norwich would have been pleasant at any time ; but in view of my connection with the great National Library of the British Museum, I should particularly have liked to join in the commemoration of the founding of a library which has played so conspicuous a part in the Public Libraries movement as has that of Norwich. It is hard to exaggerate the extent to which the welfare of the nation depends on the prosperity and development of our Public Libraries. The great need of the country is knowledge and respect for knowledge. Knowledge, in any scientific sense of the term, is impossible without books ; and respect for knowledge comes with the intelligent and extended use of them. It is the fault of the inhabitants of a town if their Library is not a centre of force and light, radiating its influence over all the life and work of the community ; and those men are greatly to be honoured as public benefactors, who, in the face of much discouragement, have built up our Public Libraries, and have done their best to make them worthy of their great ideal.

"I am very glad that you have decided to hold this celebration in war time. The cause for which we are fighting is the cause of civilisation, of the liberty and moral well-being of the peoples of Europe ; and our confidence in our ultimate victory arises out of our belief that spiritual things must eventually triumph over material. Every influence that reinforces our spiritual nature makes us stronger for the struggle in which we are engaged ; and the Public Library, whether as the source of knowledge or as a reservoir of mental refreshment and stimulus, is a spiritual influence of the first order. We shall fight better and endure hardships better if our minds are trained and our spirits refreshed ; and both for knowledge and for imaginative literature we must come to the Library. Therefore, in cherishing our Libraries we are increasing the fighting strength of our nation, and making it more worthy of victory in this, its hour of trial.

"I need not dwell upon particular merits of your Library, which are evident in its Reports ; such as the attention paid to local history and local interests, the promptitude and efficiency with which the needs and occasions of the moment are met, as in the collection of books bearing upon the great war, or the centenaries of Shakespeare or of Borrow, or the excellent bibliographies which are issued for the guidance of students. These features are better known to those who use the Library than to me. All that I wish to do is to congratulate the citizens of Norwich on the possession of a living and growing Public Library, to commend to them the constant use of it for their own benefit and that of the community at large, and to wish it increasing prosperity in the time to come."

The Deputy Mayor spoke on the history and present condition of the Library, and mentioned that letters of congratulation had been received by the City Librarian from the Council of the Library Association ; Mr. F. Madan, F.S.A., the Librarian of the Bodleian Library ; Mr. J. Ballinger, M.A., Librarian of the National Library of Wales ; Mr. E. Wyndham Hulme, B.A., Librarian of H.M. Patent Office Library ; Mr. Marion H. Spielmann, F.S.A. ; Mr. Edward Peake, and others, and a resolution from the Library Assistants' Association. A summary of Mr. Jast's address and the speeches made on that occasion, a short account of the exhibition, and a selection of the congratulations, were published in the *Library Association Record*, vol. 19, 1917, pp. 125-134. The following are some of the congratulations :—

" I send very cordial greetings to the Lord Mayor and citizens of Norwich, and to the Chairman, the Committee, and the Librarian, on the completion of sixty years of useful public service by the Norwich Public Library, and congratulate them upon the high position which the Library has attained. The prospect of continued and increasing utility which lies ahead should encourage and inspire all concerned to go forward with this most excellent work."—JOHN BALLINGER.

" I am instructed by the Council of the Library Association to offer their hearty congratulations on the sixtieth anniversary of the opening of your present library. With their best wishes for its future prosperity."—HENRY R. TEDDER, *Hon. Treasurer.*

" This meeting of the Council of the Library Assistants' Association tenders its hearty congratulations to the Corporation of the City of Norwich on the sixtieth celebration of the opening of its Public Library, believing that the public libraries of the country are performing a truly national function during these distressing days of war by providing information and furthering research in every department of knowledge, as well as by rendering available a source of healthful and ennobling recreation for the community. The Council of the Library Assistants' Association also congratulates the Corporation on the high state of efficiency the Norwich Public Library has attained under its present Librarian, who has been so wisely and faithfully supported by the Library Committee in his efforts to create an institution worthy of the city."—W. BENSON THORNE, *Hon. Secretary.*

THE LIBRARY IN WAR TIME.

The Library has continued to fulfil the special national functions to which attention was drawn in the previous report. The representative collection of books on all phases of the war, and the important problems involved, which was formed last year, has been augmented by a careful selection of the best recent books, and a supplementary catalogue of them was published in the January number of the " Readers' Guide."

The Library has continued to be at the service of soldiers billeted in Norwich, both for borrowing and for reference, and a large number of soldiers have availed themselves of its facilities for recreative reading and study.

The Library has been a receiving depôt for the Camps Library (the official organisation for providing libraries for all the camps of the British Armies at home and abroad) since February, 1916. In the last two months of 1916 about 1,300 books and magazines were forwarded from Norfolk and Norwich readers ; this year nearly 1,500 books and 2,712 magazines were sent. The Committee rendered additional service to the Camps Library by sending the sum of £12 5s., being the proceeds (£8 5s. 6d.) from the sale of tickets for the Dean's lecture on Shakespeare, and collections (£3 19s. 6d.) taken at the free Shakespearian lectures.

In the purchase of books particular attention has been paid to subjects of national importance. Numerous standard works on Child Welfare, the making of munitions, and thrift and economy were obtained, and special annotated catalogues of them were published in the " Readers' Guide." These books have been much used and appreciated.

STAFF.

The work of the Library has been carried on with considerable difficulty, owing to further changes in the staff, which had already been seriously depleted. The Committee has had to dispense with the services of two junior assistants with three years' experience : Mr. C. C. Dye resigned in December and entered a munition factory, and Mr. F. W. Oakes was called to the colours in February. During the year there have been five changes in the temporary staff of lady assistants.

Four members of the staff are now serving in H.M. Forces. The Sub-Librarian, Sec.-Lieut. Chas. Nowell (22nd London Regiment), was wounded in France in September, but he was able to return to his military duties in December.

CONCLUSION.

In reviewing the work of the Library in its sixtieth year, the Committee is much gratified by the valuable public service which the Library is rendering in war-time. The issues from the Lending Department have increased very considerably, and are the highest annual issues since 1911 when the re-organisation began ; the issues from the Reference Department and the attendances in the News and Reading Rooms are also higher than they were last year. These increased issues during the present period of stress and strain point to a renascence in reading. There are, indeed, many signs that the Library is taking a more important part than it has hitherto done in the educational, business, and recreative life of the city, not the least of which is the increased use of the Library by the elder scholars from the secondary and elementary schools. Dr. H. A. L. Fisher, President of the Board of Education, in the

course of a recent speech in Parliament, said: "Though we are an extremely clever nation when we choose to use our brains, we are only beginning to realise that the best capital lies not in cash or goods, but in the brains and bodies of the people." The Committee has been able to effect some economies, but it has not starved the Library of books, and its future endeavour will be to maintain the efficiency of the Library so that it will worthily minister to the educational needs of the citizens of Norwich.

The Committee cannot conclude its report without expressing its appreciation of the services rendered by the Librarian, Mr. G. A. Stephen, during a year of exceptional difficulty owing to depletion of staff and absence of skilled assistants. In spite of these drawbacks he has succeeded in maintaining the Library in a state of complete efficiency, and has found time in the midst of his many duties to organise the Shakespeare and Gray celebrations, and to complete the compilation of the History of the Library. The encomiums passed upon the latter by literary judges of high standing are sufficient evidence of its merit.

HENRY J. COPEMAN,
Chairman.

DONORS TO THE LIBRARY.

	Vols.	Pamphlets.	Prints.
Anonymous	1		
Anderson, G. H., King's Lynn ...		2	
Audrey and Co., Leamore, Walsall ...	1		
Australia, High Commissioner for ...	1		
Aylsham Rural District Council ...		1	
Barrett, Miss Constance C., Norwich ...		1	
Beecheno, F. R., Norwich		1	
Beeching, H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich) ...	4	1	
Birmingham Corporation		1	
Bodleian Library, Oxford	1		
Bolingbroke, L. G., Norwich ...		2	
Boulton and Paul, Norwich		1	
Breese, T. S., Norwich	7		
Breese, T. S., Norwich, Executors of ...		37	
British Association for the Advancement of Science	1		
British Dominions General Insurance Co., Ltd.	1		
British Museum, Trustees of... ...	7	2	
British Red Cross Society	1	2	

	Vols.	Pamphlets.	Prints.
British Red Cross Society (Norfolk Division)		5	
British Red Cross Society (Norwich Division)		2	
Brooks, J., Norwich	6		
Cadet Norfolk Artillery, Norwich ...		1	
Chubb, T., London	1		
City and Guilds of London Institute ...	1		
Clarke, J. W., London	1		
Clarke, W. G., Norwich	2	26	6
Cleaver, Rev. W. M. M., Ranworth ...		1	
College of Preceptors, London ...	1		
Colman, The Misses, Norwich ...	28		2
Co-operative Union, Ltd.	1		
Cross, Rev. A., Hapton		3	
Crowe, F. & Sons, Norwich		1	
Cubitt, G., Norwich		13	1
Curwen, J. & Sons	1		
Dack, Chas., Peterborough		1	
Depwade Union		1	
Dod's Peerage, Ltd.	1		
Duleep Singh, Major H. H. Prince Frederick		1	
Durham, James, Cromer	18		
Durham University	1		
East and West Flegg Rural District Council		1	
Egyptian Society of East Anglia ...		1	
English Monumental Inscriptions Society, London	4		
Euren, A. D., Norwich	3		2
Euren, H. F., Norwich	4		
Finch, J., Norwich	2	4	
Fletcher & Son, Norwich		2	
Gerish, W. B., Caister-on-Sea ...	1		
Gould, Sir F. Carruthers (original drawing)			1
Great Eastern Railway		2	
Green, E. W., St. Albans		2	
Gurney, J. H., F.L.S., F.Z.S., Keswick ...	51		
Hannah, Rev. J. A., M.A., Norwich and Ely Training College		1	
Harmer, F. W., J.P., F.G.S., F.R.MET.SOC., Cringleford			6
Harrison, Rev. W. R., Shelfanger Rectory, Diss	4		
Hart, J. H. A., M.A., Cambridge ...			1
Hemsley, S., B.A., Norwich	4		

	Vols.	Pamphlets.	Prints.
Henderson, Fred, Norwich		3	
Hodgson, H., Norwich	1		
Holme, D. O., Norwich		1	
Hood, Mrs. Christabel M., Sidestrand ...	1	1	
Hooper, Jas., Norwich	2	2	
Hopper, Rev. E. C., Starston ...		5	
Howard, G. F., Norwich	1		
Howlett, Richard, F.S.A., Walton-on-Thames		5	
Hudson, Rev. J. Clare, M.A., Horncastle	4		
Incorporated Accountants and Auditors, Society of	1		
India Office	49		
Keeble, J., Norwich	1		
King, G. A., Norwich		2	
King's Lynn : Borough Accountant ...	15	27	
Lawrence, H. L. B., King's Lynn ...		1	
Lee, Sir Sidney, D.LITT., LL.D., London	1		
Le Strange, Hamon, F.S.A., Hunstanton	1		
Library of Congress, Washington, U.S.A.	5	3	
Long, Sydney H., M.D., F.Z.S., Norwich...	1		
Manchester Public Libraries ...	2		
Mann, A. H., MUS. DOC., Cambridge ...		3	
Marsh, W. E., Norwich	1		
Nash, Percy A., Norwich			1
New South Wales, Agent-General for ...	1		
New Zealand, High Commissioner for ...	10		
Norfolk County Council		1	
Norfolk Estuary Co.		1	
Norfolk and Norwich Horticultural Society		2	
Norwich Castle Museum Committee ...	22		
Norwich Chamber of Commerce ...		1	
Norwich, City of, School	2		
Norwich Consolidated Charities ...		1	
Norwich Co-operative Society, Ltd. ...	1		
Norwich Guardians	51		
Norwich Post Office Telephones ...	1		
Norwich Union Life Office	3	48	
Noverre, Chas. E., J.P., Bawburgh ...		1	
Paton, J. & J., London	1		
Pattin, H. Cooper, M.A., M.D., M.O.H., Norwich	1		
Perry, W. & Co., Ltd., London ...	1		
Pratt, B. S. M.		1	
Preston, A. W., F.R.MET.SOC., Norwich ...		2	

	Vols.	Pamphlets.	Prints.
Radcliffe, Rev. H. S., Gaywood ...		1	
Reeve, James, F.G.S., Norwich ...			13
Roberts, Miss H. E., Margate ...		3	
Rye, A. L.		1	
Rye, Walter, Norwich	44	4	11
Samuel, Arthur Michael, London ...		1	
Saunders, H. W.		4	
Scott, R. Bagge, Norwich		1	
Sheffield University	1		
Smallburgh Rural District Council ...		1	
Smithsonian Institution, U.S.A. ...	1		
Stanford, C. Thomas–, J.P., M.A., F.S.A., Brighton (Manuscripts)		2	
Stationery Office, H.M., London ...	21	1	
Stubbs' Publishing Co., London ...	1		
Tallant, Miss, Norwich			1
Townsend, Rev. E. H.		1	
United States Department of Labour ...	1		
Walter, J. H. F., J.P., Drayton ...	47		
Wells, H. Rumsey, Norwich ...		5	
Wigan Public Libraries	1		
Williams, Aneurin, J.P., M.P., Haslemere	1		
Williams, Miss, Norwich	3		
Wireless Press, Ltd.	1		
Young, Lieut. E. Hilton, M.P. ...	9		

DONORS TO THE NORFOLK PHOTOGRAPHIC SURVEY.

	Photographs.
Leicester, Earl of, Holkham Hall	1
Leicester, Countess of, Holkham Hall	1
Beloe, E. M., F.S.A., King's Lynn	3
Cresswell, Col. G. F. A., Hunstanton	1
Duleep Singh, Major H. H. Prince Frederick, Blo' Norton	1
Ficklin, P. Berney, J.P., F.S.A., Tasburgh ...	28
Hooper, James, Norwich	1
Kent, E. A., Norwich	2
Middleton, Col. A. T., London	1
Miller, Arnold H., Norwich	2
Read, J. E., Norwich	10
Rye, Walter, Norwich	2
Southwell, E. B., Norwich	7
Stephen, Geo. A., Norwich	1
Yallop, Alfred W., Great Yarmouth	6

LENDING LIBRARY

Classification of the Issues of Books, 1916-17

CLASSES.	Stock of Vols.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals: 1915-16.
General & Bibliography	39	2	6	2	3	7	3	1	3	6	7	21	7	68	79
Philosophy	419	31	45	35	64	57	47	40	52	56	67	59	51	604	437
Religion	1,302	76	75	89	95	90	110	118	121	106	122	108	114	1,224	1,072
Sociology	1,294	134	105	100	83	89	92	103	126	96	139	116	143	1,326	1,488
Language & Literature	2,477	384	446	380	367	331	393	424	460	497	455	493	466	5,096	5,427
Natural Science ...	1,006	178	153	152	115	124	164	203	170	152	165	162	213	1,951	1,908
Useful Arts	895	200	223	239	243	229	255	326	354	273	362	400	456	3,560	2,802
Fine Arts	1,258	301	252	233	232	232	275	333	326	337	379	385	353	3,638	3,729
Biography	2,378	161	175	123	137	126	140	147	228	204	214	198	204	2,057	1,846
Geography and Travel	1,203	224	251	185	154	166	207	254	234	221	200	213	283	2,592	2,508
History	1,251	146	195	173	157	119	206	189	196	192	174	195	236	2,178	1,802
Fiction	3,459	4,475	4,237	3,982	4,011	3,898	4,468	4,766	4,710	4,520	5,157	4,799	5,557	54,580	51,672
Tales for Juveniles ...	862	1,888	2,103	1,973	2,117	2,081	2,160	2,154	2,148	2,059	2,143	2,036	2,280	25,142	21,965
Miscellaneous Books for Juveniles	794	727	672	633	628	510	623	757	794	694	683	687	774	8,182	8,892
	18,637	8,927	8,938	8,299	8,406	8,059	9,143	9,815	9,922	9,413	10,267	9,872	11,137	112,198	105,627
Number of days open ...		21½	25	23½	24	24½	24	24	23½	22	25	22	24½	283½	281½
Daily average issue, 1916-17 ...		415	358	353	350	328	381	409	422	428	411	449	454	396	—
,, ,, ,, 1915-16 ...		429	374	310	324	317	321	381	401	392	411	416	430	—	375

REFERENCE LIBRARY

Classification of the Issues of Books, 1916-17

CLASSES.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals 1915-16.
General and Bibliography ...	165	242	204	200	149	128	246	121	99	137	134	222	2,047	1,577
Philosophy	—	26	15	15	2	—	8	13	8	19	4	2	112	98
Religion	78	67	40	40	19	58	89	55	41	33	23	51	594	507
Sociology	32	236	113	42	49	40	56	85	61	80	58	50	902	439
Language and Literature ...	107	113	66	60	44	72	55	55	78	94	74	65	883	1,200
Natural Science	71	28	70	12	66	81	70	51	39	17	75	54	634	568
Useful Arts	90	108	93	81	77	95	56	105	153	108	129	137	1,232	1,225
Fine Arts	110	57	82	111	106	120	70	85	86	44	59	67	997	1,195
Biography	56	124	37	86	114	70	71	66	24	81	16	27	772	619
Geography and Travel	17	25	3	15	5	30	14	9	14	9	13	19	173	322
History	15	83	30	9	38	76	68	236	73	56	49	135	868	518
Local Collection	88	104	136	124	190	171	206	228	117	144	76	156	1,740	1,740
	829	1,213	889	795	859	941	1,009	1,109	793	822	710	985	10,954	10,008
Daily average issue	36	45	34	31	32	36	39	43	33	30	30	37	35	32
Number of days open	23	27	26	26	27	26	26	26	24	27	24	27	309	308

Revenue Account for the Year

Expenditure.

	£ s. d.	£ s. d.
To Salaries		721 3 9
Loan—Interest	38 13 10	
Sinking Fund	21 17 1	
		60 10 11
Insurance	54 13 6	
Rates	67 3 9	
Books and Carriage	242 10 9	
Bookbinding	71 0 5	
Newspapers and Periodicals	88 8 1	
Printing, Stationery, and Library Appliances	37 6 2	
"Readers' Guide"—Printing	45 4 11	
"History of Library"—do.	33 18 4	
Cleaning Windows	5 4 0	
General Repairs and Screening Windows ...	90 18 11	
Electric Light	77 8 5	
Gas and Water	4 7 10	
Steam for Heating	59 7 6	
Winding and Regulating Clocks	1 11 4	
Telephone Rental	6 0 0	
Employers' Contributions—National Insurance Act, 1911	4 6 10	
Miscellaneous	24 10 9	
Restoration of Fabric — First contribution towards outlay	110 0 0	
		1024 1 6
Shakespeare's Tercentenary Lectures—		
Use of Room and Expenses	3 3 10	
Camps Library	12 5 0	
Jenny Lind Hospital	7 12 6	
		23 1 4
		1828 17 6
Balance, being excess Income over Expenditure ...		63 2 5
		£1891 19 11

Fines Account for the Year

	£ s. d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	31 0 8
Bookbinding	10 1 7
Purchase of "Norfolk Chronicle" file—Fourth instalment	12 10 0
	£53 12 3

ENDED 31ST MARCH, 1917.

Income.

	£	s.	d.	£	s.	d.
By Sale of Borrowers' Tickets		10	9			
Papers	1	17	5			
Post Cards, &c.	4	5	11			
Special Fees for use of Library	6	10	0			
Rent of Basement	15	0	0			
"Readers' Guide"—Sale of copies ...	21	12	6			
"History of Library"—do. ...	22	18	0			
Miscellaneous	1	15	10			
				74	10	5
Rate in respect of the period from 1st April to 30th June, 1916	450	0	0			
Rate for the period from 1st July to 31st December, 1916	886	0	0			
Rate in respect of the period from 1st January to 30th June, 1917—Proportion to the 31st March	458	10	0			
				1794	10	0
Shakespeare's Tercentenary Lectures—Sale of Tickets, &c.				22	19	6
				£1891	19	11

ended 31st March, 1917.

	£	s.	d.
By Fines	50	15	6
Donation		2	6
	50	18	0
Balance, being excess Expenditure over Income ...	2	14	3
	£53	12	3

BALANCE SHEET—

Liabilities.

	£	s.	d.	£	s.	d.
Sundry Creditors				134	0	5
Revenue Balance, 31st March, 1916	188	13	9			
Ditto for the current year	63	2	5			
				251	16	2
Fines Account Revenue Balance, 31st March, 1916	33	10	1			
Less deficiency for the current year ...	2	14	3			
				30	15	10
Photographic Survey Account—						
Revenue Balance, 31st March, 1917 ...				5	15	5
				£422	7	10

REVENUE ACCOUNT.

Assets.

			£	s.	d.	£	s.	d.
Cash in hand—Treasurer	...	...	420	7	10			
Librarian	...	...	2	0	0			
						422	7	10
						£422	7	10

ARTHUR F. GENTRY, F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

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N893R
1915/16
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THE LIBRARY OF THE
MAY 23 1940
UNIVERSITY OF ILLINOIS

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE

YEAR ENDED 31st MARCH, 1916.

NORWICH:
Gibbs & Waller, Ltd., Lithographers and Bookbinders, Colegate Street.

CITY OF NORWICH

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

For the Year ended 31st March, 1916

COMMITTEE:

Chairman—

ALDERMAN HENRY J. COPEMAN, J.P.

Vice-Chairman—ALDERMAN R. G. BAGSHAW, J.P.

Members of the Council—

SIR A. W. F. BAGGE, B.A., LL.B.

ALD. BLYTH, J.P., B.A., LL.D.

G. CUBITT

J. F. HENDERSON

W. JOSEPH *(Resigned Feb., 1916)*

A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT.)

T. S. BREESE

REV. J. GLYNN EDWARDS, B.A.

H. F. EUREN

F. W. HARMER, J.P., F.G.S., F.R. MET. SOC.

WALTER RYE

Town Clerk—ARNOLD H. MILLER.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL, M.L.A.

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1915/16
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CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1915-16

The Public Library Committee has pleasure in presenting the following Report on the work accomplished during the financial year ended 31st March, 1916.

THE LIBRARY IN WAR-TIME.

The Committee realised that there are special national functions which the Library can fulfil during the present period of stress and strain, and its work has been done accordingly. The necessity and wisdom of maintaining the intellectual efficiency of the nation has been frequently reiterated by educationists and the press, and was forcibly expressed by the *Saturday Review* :—

"There are some things in which people cannot afford to economize without mistaking the whole purpose of economy. It will not materially help the country financially to economize in things of the mind—in good print, in music, or in any of the things which give a genuine grace and dignity to life. The financial results of such economy are small, and they are tremendously outweighed by the irreparable loss to the country of intellectual force and of all means by which a nation's spirit is kept alive and fresh.

"More especially let English literature be the last thing to be cut out of the list of necessary things. Those who think of literature as a mere luxury, to be cut down with as little compunction as petrol or asparagus, are exceedingly ill-advised. They can have very little idea as to what precisely it is we are fighting to preserve. The nation which is starved in mind and fancy is as little likely to survive the searching test of war as the nation which is starved for bread and cheese."

The Central Committee for National Patriotic Organizations (of which the Prime Minister is the Hon. President and the Earl of Rosebery and the Right Hon. Arthur J. Balfour are Vice-Presidents), recognising the great importance of the public studying the deeper causes which led to the present European War, and of understanding the significance of current events, issued a number of leaflets and two select bibliographies relating to the war. Several thousand of the leaflets were distributed at the Library, and a Sub-Committee was appointed to deal with the problem of war literature. A selection was obtained of the best of several

thousand books and pamphlets which have been published on the countries at war, the origin, causes, and histories of the war, and on the matters involved. The books thus purchased made the Library's collection of war books a thoroughly representative one, and an annotated and classified catalogue of the books was published in the January number of the "Readers' Guide." This catalogue was favourably noticed in the press, and in acknowledging it as "a very useful war bibliography" Prof. G. W. Prothero, M.A., LITT.D., the compiler of the bibliographies issued by the Central Committee for National Patriotic Organizations, wrote: "The people of Norwich are indeed fortunate in having their instruction so well provided for, and their private reading so facilitated." The collection has been already much appreciated. The citizens of Norwich now have an opportunity of reading the best books on the origin, causes and history of the present conflict, and the meaning of the civilization for which the Allies are fighting, and also some of the best books dealing not too technically with the science and methods of war, which enable readers to see in their true perspective the happenings of the moment as they are reported in the daily papers.

The Library is also serving a valuable war purpose by affording the soldiers billeted in Norwich with facilities for recreative reading and study, thus doing for them what the Camps Library and the Fighting Forces Book Council are striving to do for soldiers who have not access to Public Libraries. Early in the year the Committee decided that in addition to the use of the Reading Rooms and Reference Library, the soldiers should be allowed to use freely the Lending Library, and many have availed themselves of the privilege. Officers and men have expressed their appreciation and gratitude for the general use of all departments of the Library. In October the City Librarian contributed to the local papers some extensive notes on "What soldiers read," which shewed that their reading was very varied in character, and embraced all branches of knowledge—an interesting illustration of the high mental quality of the great British Army.

In a less obvious manner the Library is serving another valuable purpose by providing literature which will afford relaxation to those people who are subjected to mental strain caused by sustained work at high pressure, and which will help to maintain the morale of those whose minds require to be diverted from intense preoccupation with the war.

The managers of the Camps Library, an organization for providing libraries for all the camps of the British armies at home and abroad, appealed to Public Libraries for assistance, and in February this Committee decided to assist in making the appeal effective. Some of the Library's worn-out books were sent, and a

notice was exhibited at the Library stating that readers desirous of sending books and magazines to the Camps Library could leave them at the Library, 2,000 leaflets sent by the Camps Library were distributed to borrowers, and a public appeal was made in the local papers by the City Librarian. About 1,300 books and magazines were forwarded to the Camps Library. The Committee decided to render additional assistance to the Camps Library by promising to send to it the proceeds from the sale of shilling tickets for the lecture on "Shakespeare" (see page 11) which will be given by the Dean of Norwich on May 3rd.

STOCK.

During the year 2,326 volumes and 456 pamphlets were added by purchase or gift, 1,334 volumes being located in the Lending Library, 742 volumes and 17 pamphlets in the Reference Library, and 250 volumes and 439 pamphlets in the Local Collection.

LENDING LIBRARY.

The Lending Library stock on the 31st March consisted of 18,506 volumes, the number of volumes in each class being shown in the statistical table printed on page 13. During the year 581 worn-out books were withdrawn, and of these 475 have been replaced. The year's work in this department has been greatly expedited as the work of reorganization was completed at the close of last year.

CATALOGUES: THE READERS' GUIDE.

The series of classified and annotated catalogues of the books in the Lending Library, which have been published regularly every alternate month since November, 1911, in the "Readers' Guide," was completed in the May issue, which contained the second and concluding portion of the classified catalogue of the Religion Section. The subsequent numbers of the "Readers' Guide" contained the usual annotated list of books added to the Library, and a catalogue of books on a special subject. In the July number was published the first of a series of special catalogues of literature relating to Norfolk Celebrities, which was devoted to Lord Nelson. An extensive catalogue of books, pamphlets and articles relating to Norfolk Artists followed in the issues for September and November. These special catalogues, being very comprehensive in scope, not only make the Local Collection of greater utility to the citizens of Norwich, but they serve a wider purpose as select bibliographies of their respective subjects; 100 copies of each of these catalogues were reprinted as pamphlets for sale at 6d. each, and 72 were sold. A catalogue of books on the great European War (see page 4) was published

in January, and a Shakespeare catalogue (see page 11) was published in March.

The fifth edition of the Fiction Catalogue became out of print in September, and a sixth edition was published early in October. The total number of the various catalogues which have been sold is 4,365 as compared with 3,852 sold last year.

The continuation of the author catalogue and the title catalogue on cards (made by mounting the printed entries on cards and arranging them in a cabinet for public use) proceeded concurrently with each issue of the "Readers' Guide," and they are now complete. As many books have been added to the various sections of the Lending Library since the publication of the classified catalogues, a complete classified catalogue on cards, with numerous subject guide-cards, to facilitate reference, was prepared, and made available for public use in January. These card catalogues enable borrowers to ascertain easily the indicator number of any book in the Lending Library, whether they know its author's name, its subject, or its title, and they also show the titles of all books in the Library by a particular author, or dealing with a specific subject.

BORROWERS.

2,482 tickets have been issued to new borrowers, viz., 1,305 ordinary tickets, 670 juvenile tickets, and 507 students' tickets. There are now 7,614 tickets in force, viz., 4,453 ordinary tickets, 1,447 juvenile tickets, and 1,714 students' tickets.

ISSUES.

A statistical table is given on page 13 showing the monthly issues of books from each class during the year for home reading. The Lending Library was open on 281½ days, reckoning Thursday, the early closing day, as a half-day, and 105,628 volumes were issued, giving an average daily issue of 375 volumes. The highest issue on a single day was the record issue of 777 volumes on Saturday, March 4th. The total number of volumes issued is a slight decrease of 1,129 on that of the previous year, making the daily average issue 4 less than last year. Most of the public libraries of the country have experienced decreases in the issues of books owing to the enlistment of borrowers, and the many national demands on the spare time of others. The surprisingly small decrease in this Library's issues is partly due to its use by soldiers billeted in Norwich.

The annual statistics which have been published since the reorganization of the Lending Department was commenced, shewed

that borrowers took immediate advantage of the books in the classes which had been revised and catalogued. This feature is again evident in the current statistics. The total issue from the Philosophy and Religion Sections, which are comparatively little used, has increased from 670 volumes issued in the previous year to 1,509 volumes. The Committee does not deprecate the reading of fiction, which, in addition to its recreative value, is the literary vehicle chosen by many philosophic thinkers in which to express their mature views. It is gratified to record, however, that since the work of reorganization, commenced in 1911, the fiction percentage has steadily decreased from 83·76 to 69·61, the present percentage of the total issues from the adult and juvenile sections; the fiction issued from the adult section only is 69·1 per cent.

JUVENILE SECTION.

The Juvenile Section of the Lending Library has been augmented by 167 volumes, and now contains 1,568 volumes, of which 739 specially selected volumes deal with various departments of knowledge, and 847 volumes are fiction. The popularity and usefulness of this Department continues, and the statistics show an increase of 1,561 volumes over the previous year's issue. The total annual issue was 30,857, of which 71 per cent. were fiction, as against 29,296 volumes last year, when the fiction percentage was 76. The large increase of 5 per cent. in the issue of non-fictional books, following a large increase in the latter part of the previous year, is due to the classified catalogue of the books in this Department (published in September, 1914, at the price of one penny), of which only a few copies remain.

In connection with the lectures on local history to children in the elementary schools, several classes were brought to the Library to see a selection of the Library's fine collection of local prints relating to the subjects of the lectures.

The attention that has been paid to the development of the Juvenile Department has been fully justified by the increased use of it by juveniles, who are one of the chief assets of the nation.

REFERENCE LIBRARY.

The monthly issues of books in the Reference Library is shown in the statistical table printed on page 14. These figures exclude the numerous references to directories, year books, and kindred publications on the open shelves of the Reading Room, which are of great use to business people in the city. The Reference Library was open on 308 days, and 10,008 volumes were issued, giving a daily average of 32 volumes, as compared with

10,454 volumes issued last year when the daily average was 34 volumes. While there has been a decrease of 446 in the total number of books issued, as compared with last year, it should be noted that the issue of books from the Local Collection shows a decrease of 616 volumes, so there has actually been a slight increase in the issue of books from the Reference Collection.

Last year, when the reorganization of the Lending Library was completed, it was anticipated that the reorganization of the Reference Library, including the compilation of a catalogue, could be commenced, but the enlistment of the trained members of the staff has caused the postponement of this very necessary work. The Library being very deficient in important reference works, some standard works were purchased, but many more are needed to make the Reference Library an efficient one.

LOCAL COLLECTION.

The valuable collection of literature relating to Norfolk and Norwich has been increased by 250 volumes, 439 pamphlets, and 41 prints, the majority of which were received as donations.

The outstanding addition to this collection has been made by Mr. Walter Rye. For many years Mr. Rye has been a constant benefactor to the Local Collection, and this year the Committee's indebtedness to him has been greatly increased by his very generous donation of 98 volumes—apart from his gift of reference books mentioned on page 10—and collections of manuscripts relating to Norfolk pedigrees and Chaucer, and his kind promise to bequeath his local manuscripts and the remainder of his printed books, of which copies are not at present in the Library. His promised gift includes a set of the octavo edition of Blomefield's Norfolk, in 11 volumes, with annotations and corrections by John Le Strange and himself, and some valuable manuscripts, including Anthony Norris's Pedigrees of Norfolk Families, his detailed accounts of the hundreds of Happing, Tunstead, East and West Flegg, and part of North Erpingham, and other volumes of his Norfolk Collections, (*i.a.*) Collections of Church Notes by Thomas Martin and Anthony Norris, Rye's Calendar of Fines, Henry VII. to 1760 (with index of surnames), and of Recoveries 1600-1800 (with index of places progressing), Rye's Index to the will collections of D'Ewes, Le Strange and Norris, Notes as to Norfolk Churches by the Very Rev. F. C. Husenbeth, and Rye's General Index to Norfolk Names. He has compiled a card catalogue (608 cards) of all his donations to date. The Committee has great pleasure in taking this opportunity of placing on record its appreciation of, and grateful thanks for, Mr. Walter Rye's munificence to the Library.

Mr. James Reeve, F.G.S., the Consulting Curator of the Castle Museum, has enriched the Collection by a valuable donation which includes the following noteworthy items by Norfolk artists: Volume of etchings by the Rev. E. T. Daniell, a copy of the "35 Sketches Illustrative of the Picturesque Scenery of Norfolk, drawn and engraved by Robert Dixon," 1841, a sketch book of Henry Bright, two sketch books of Miles E. Cotman and J. J. Cotman, in case, and a portfolio of proof reproductions of drawings by John Sell Cotman in the Reeve Collection. Lieut. F. W. Haldinstein kindly presented some deeds relating to Tacolneston.

Last year it was reported that the City Librarian had commenced the systematic classification and cataloguing of the entire collection, which at present comprises about 6,300 volumes, 7,950 pamphlets, and 7,000 prints and maps. He has classified and catalogued 3,000 books and pamphlets, in accordance with modern bibliographical practice, but the work has been suspended owing to his trained assistants being on service, and the extra work which consequently devolved upon him.

The sum of £12 17s. 3d. was expended on the binding of 102 volumes in this collection. With the view of preserving the pamphlets, manilla covers are being made for them by some of the members of the staff as their work permits. Since October of last year 1,200 pamphlets have been stitched in these covers and labelled.

In response to applications by the City Librarian, some of the files of the publications of local authorities, institutions, and societies have been augmented, but the Library's desiderata of such publications is very extensive, and the Committee would therefore welcome offers of donations.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

The work of the Norfolk and Norwich Photographic Survey has been practically at a standstill since the beginning of the war. Only 43 prints have been added to the Survey Collection, which now numbers 1,847 prints and 59 lantern slides. No donations in cash were received for the development of the collection, and there is only the small sum of £5 15s. 5d. available for obtaining prints from negatives offered on loan. By request Mr. Arthur Michael Samuel presented for the Biography Section a framed portrait of himself, as Lord Mayor of Norwich, 1912-13. The engraved portrait from the painting by Solomon J. Solomon, R.A., resembles a Georgian mezzotint, and is in a genuine old Georgian frame.

It is hoped that a section can be devoted to the pictorial representation of Norfolk's share in the Great War, and for this object donations of photographs (preferably unmounted) of Norfolk

regiments, portraits of officers, and portraits of men who have obtained distinction in the war, are solicited.

NEWS AND READING ROOMS.

The collection of newspapers and periodicals provided in the News and Reading Rooms was carefully revised by a Sub-Committee appointed with the view of reducing the expenditure on them, and thirty-four were deleted. The selection is still a representative one, and is much appreciated. The attendances in these rooms have been somewhat less than they were before the war, but the rooms are still used extensively.

BOOKBINDING.

During the year 1,214 volumes in the Lending and Reference Departments were re-bound in strong library bindings at a cost of £101 7s. 2d., and 1,103 volumes were stamped with the classification marks at a cost of £3 5s. 2d. Several hundred small repairs to books were done by the Library staff.

BOOKS FOR THE BLIND.

By arrangement with the National Lending Library for the Blind the loan was continued of 20 volumes monthly in Braille type. The total number of volumes borrowed during the year was 228, as against 256 last year.

DONATIONS.

The grateful thanks of the Committee were tendered to the donors of 695 volumes, 382 pamphlets, and 35 prints enumerated on pages 15-17. Notable additions of which mention may be made—apart from the books given to the Local Collection, which are mentioned on page 8—are a set of the Cambridge edition of Shakespeare's Works in nine volumes, a copy of "Shakespeare and the Enclosure of Common Fields at Welcombe," 1885, of which only 50 copies were printed, and 14 volumes on Shakespeare, presented by the Dean of Norwich; six volumes of the "Canal Record," giving a history of the construction and development of the Panama Canal, presented by Mr. W. J. Botterill; the second part of Mr. F. W. Harmer's valuable monograph on "The Pliocene Mollusca of Great Britain," presented by the author; and 237 reference works chiefly relating to genealogy and heraldry, presented by Mr. Walter Rye.

OLD BOOKS AND PERIODICALS.

The sale of old periodicals realised £2 16s. 3d. The best of the discarded books from the adult Lending Library were sent to

the Camps Library, and most of the discarded books from the Juvenile Department were sent to the Buxton (Norfolk) Industrial School. Some of the old newspapers were given, as in former years, to the Workhouse and the Isolation Hospital.

BORROW HOUSE MUSEUM.

The Committee has only been able to obtain as donations to the Borrow House Museum 2 books, 1 pamphlet, and 12 prints, as against 48 books, 46 pamphlets, and 64 prints last year.

SHAKESPEARE TERCENTENARY.

As a General Committee was formed for making arrangements for the national celebration of the Tercentenary of Shakespeare's death, with the King and Queen as patrons, this Committee decided that the Library should take its share in the celebrations. In 1890 the late Alderman James Freeman bequeathed to the Library a legacy of £20 for some special purpose, and the Committee was thereby enabled to commence a Shakespeare Collection. The collection was augmented from time to time, and it is now an exceedingly good one, consisting of different editions of Shakespeare's works, and books dealing with his works and times, numbering in all 604 books and pamphlets. An annotated and classified catalogue of the collection was published in the March number of the "Readers' Guide," which was preceded by an article by the Dean of Norwich on "The Study of Shakespeare," forming a valuable guide for readers who desire to begin the systematic study of Shakespeare. Regarding this catalogue Sir Sidney Lee, D.LITT., F.B.A., the greatest living authority on Shakespeare, wrote to the City Librarian as follows: "I heartily congratulate you on your admirable Shakespeare catalogue. It is quite a model of what such ought to be."

A Shakespearean Exhibition is being arranged, consisting of books, prints and other material illustrative of the life and works of Shakespeare. The following lectures have been arranged for delivery at the Library during April and May: "Shakespeare as National Hero," by Sir Sidney Lee, D.LITT., F.B.A., with the Rt. Hon. the Lord Mayor of Norwich in the chair; "Shakespeare," by the Very Rev. the Dean of Norwich, with the Sheriff of Norwich in the chair; "Shakespeare and Music," by Mr. A. Batchelor, M.A.; "Dramatic Companies in Norwich of Shakespeare's time," by Mr. L. G. Bolingbroke; and "Plant-lore of Shakespeare," by Mr. Edward Peake. The Committee decided to charge 1/- each for the tickets for the lectures by Sir Sidney Lee and the Dean, and to give the proceeds to the Jenny Lind Hospital and the Camps Library respectively.

LIBRARY HOURS.

The enlistment of the Sub-Librarian and other alterations in the staff necessitated the constant attendance of the City Librarian during Library hours, and it was therefore decided to close the Library at 9 p.m. instead of 10 p.m. on week-days, and not to open the Reading Room on Sundays.

STAFF.

In September the City Librarian attended the Annual Conference of the Library Association, which was held at London, and he presented a report thereon to the Committee. The papers and discussions were chiefly concerned with war literature and public libraries in relation to the war. In connection with the Conference an exhibition was arranged of books, maps, prints and pamphlets relating to the war, as well as a selection of the best recent books on various subjects.

The war has seriously depleted the staff, three members having been granted permission to enlist in H.M. Forces, with the promise of their positions being retained. In April Mr. F. T. Bussey, the Senior Assistant in the Lending Department, enlisted in the Norfolk Division of the Royal Engineers, and is now in France; in October Mr. Charles Nowell, the Sub-Librarian, enlisted in the Artists' Rifles O.T.C.; and in January Mr. A. R. Nobbs enlisted in the Royal Navy. Miss G. M. Fathers, who was appointed in May, resigned her position in December on account of illness. Temporary lady assistants have been engaged to carry on the routine work of the Library.

CONCLUSION.

The Committee is endeavouring to effect such economies as will not impair the efficiency and usefulness of the Library, or in any way militate against the successful work of reorganization which was commenced in the latter part of 1911 when the Library was in an exceedingly bad condition. In concluding the foregoing record of well-sustained activity, the Committee is satisfied that the work accomplished in recent years is making the Library a dynamic force in the educational, industrial and social life of the city.

The Committee desire to express their appreciation of the able services rendered by the City Librarian during a time of exceptional difficulty. Owing to the Deputy Librarian having left for military service, and other assistants having enlisted, *he has had a considerable amount of extra work devolving upon him*, notwithstanding which he has succeeded in maintaining the Library in a thoroughly efficient state.

HENRY J. COPEMAN,

Chairman.

LENDING LIBRARY.

Classification of the Issues of Books, 1915-16.

CLASSES.	Stock of Vols.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals: 1914-15.
General & Bibliography	36	7	9	6	4	9	4	4	8	10	8	8	2	79	60
Philosophy	411	27	36	38	31	49	36	26	29	37	41	47	40	437	380
Religion	1,788	65	102	72	68	85	84	104	119	79	100	97	97	1,072	290
Sociology	1,250	151	134	104	96	92	94	127	147	103	136	138	166	1,488	1,446
Language & Literature	2,438	465	473	407	429	389	446	452	442	501	493	453	477	5,427	5,682
Natural Science ...	989	135	139	95	142	117	140	195	215	157	190	182	201	1,908	1,759
Useful Arts	793	261	221	220	200	211	205	227	230	188	300	290	249	2,802	2,815
Fine Arts	1,216	355	315	271	260	255	315	324	306	302	360	330	336	3,729	4,091
Biography	2,321	178	151	151	108	116	108	149	180	147	185	165	208	1,846	2,066
Geography and Travel	1,183	199	186	194	179	136	191	214	225	197	247	282	258	2,508	2,668
History	1,193	154	134	91	88	95	127	166	198	148	199	180	222	1,802	2,025
Fiction	3,326	4,568	4,285	3,695	4,139	3,865	3,760	4,365	4,398	4,302	4,695	4,584	5,016	51,672	54,179
Tales for Juveniles ...	823	1,833	1,722	1,547	1,659	1,449	1,515	1,946	2,078	1,758	2,078	2,042	2,338	21,965	22,307
Miscellaneous Books for Juveniles	739	826	705	540	530	433	510	850	1,056	889	840	781	932	8,892	6,989
	18,506	9,224	8,612	7,431	7,933	7,301	7,535	9,149	9,631	8,818	9,872	9,579	10,542	105,627	106,757
Number of days open ...		21½	23	24	24½	23	23½	24	24	22½	24	23	24½	281½	281
Daily average issue, 1915-16 ...		429	374	310	324	317	321	381	401	392	411	416	430	375	—
,, ,, ,, 1914-15 ...		392	366	334	319	328	339	396	410	394	425	424	429	—	379

REFERENCE LIBRARY.

Classification of the Issues of Books, 1915-16.

CLASSES.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals 1914-15.
General and Bibliography ...	119	103	191	121	107	151	122	118	176	78	134	157	1,577	3,944
Language and Literature ...	63	112	76	91	85	87	145	125	247	62	60	47	1,200	
Philosophy	2	13	2	13	6	3	2	21	22	—	12	2	98	330
Religion	19	24	35	25	58	53	50	41	27	29	85	61	507	
Sociology	54	34	34	29	37	36	64	36	21	42	16	36	439	
Natural Science	34	30	49	38	40	33	72	49	33	41	100	49	568	2,470
Useful Arts	94	105	101	57	177	137	120	133	110	67	38	86	1,225	
Fine Arts	74	110	81	36	104	104	130	135	79	77	122	143	1,195	
Biography	13	29	40	10	112	92	83	36	28	20	89	67	619	565
Geography and Travel	21	68	7	46	27	20	80	6	7	14	6	20	322	749
History	28	25	44	76	8	32	90	35	34	45	62	39	518	
Local	182	159	240	190	154	146	108	87	102	132	141	99	1,740	2,396
	703	812	900	732	915	894	1,066	822	886	607	865	806	10,008	10,454
Daily average issue	29	32	35	27	37	34	41	32	35	23	35	30	32	34
Number of days open	24	25	26	27	25	26	26	26	25	26	25	27	308	307

DONORS TO THE LIBRARY.

	Vols.	Pamphlets.	Prints.
Anonymous			1
Australia, High Commissioner for ...	1		
Aylsham Rural District Council ...		3	
Baker, S. E., Roughton	23		
Beecheno, F. R., Norwich	1	1	
Beeching, H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich)	25	5	
Beloe, E. M., F.S.A., King's Lynn ...		2	
Board of Agriculture and Fisheries ...		2	
Bolingbroke, L. G., Norwich		3	
Botterill, W. J., Norwich	6		
Boys' Brigade, Norwich Battalion ...		1	
British Association	1		
British Columbia, Agent General of ...	1		
British Dominions General Insurance Co., Ltd.	1		
British Museum, Trustees of	16		
Burgess, Mrs. Edward, Norwich ...	3		
Cadet Norfolk Artillery, Norwich ...		1	
Canada Emigration Offices, London ...	1		
Canada, High Commissioner for ...	2		
Central Committee for National Patriotic Organizations	4		
City and Guilds of London Institute ...	1		
Clarke, W. G., Norwich		6	1
College of Preceptors, London	1		
Collins, A. E., M.INST.C.E., Norwich ...		1	
Colman, Russell J., D.L.., J.P., Norwich ...	1		
Coulton, G. G., Cambridge	1	1	
Cook, Edward, & Co., Ltd., London ...		1	
Co-operative Union, Ltd., Manchester ...	1		
Coventry Public Libraries	1		
Crane, Crane & Co., London	1		
Dack, C., Peterborough	1	1	
Day, Herbert A., Norwich	2	39	
Depwade Rural District Council ...		20	
Depwade Union		1	
Durham University	1		
Durning-Lawrence, Lady, London ...	1		
East and West Flegg Rural District Council		1	
East Anglian Horticultural Club, Norwich...		11	
Edwards, Francis, London		1	

	Vols.	Pamphlets.	Prints.
Euren, A. D., Norwich	8	1	
Euren, H. F., Norwich	3		
Filleul, Rev. S. E. V., Dorchester ...		1	
Fletcher, Messrs., Norwich	1		
Freebridge Lynn Rural District Council ...		1	
Gale & Polden, Ltd., London	1		
Gillespie, Mrs. H., Trustees of, Edinburgh...	1		
Gladstone Family	2		
Goose, A., Norwich	3		
Gordon, Wm., Aboyne, Aberdeenshire ...	2		
Great Eastern Railway	5		
Gurney, J. H., F.L.S., F.Z.S., Keswick ...	49	1	
Haldinstein, Lieut. F. W., Norwich (Local Deeds)			1
Hannah, Rev. J. A., M.A., Norwich ...	1	52	
Harmer, F. W., F.G.S., F.R. MET. SOC., Cringleford	1		
Hervey, G. A. F., Scole		3	
Hipwell, D., London	3		
Hooper, James, Norwich	2		
Howard, G. F., Norwich	1		
Howes, C. J. A., Norwich	1		
Hudson, Rev. J. Clare, M.A., Horncastle ...	1		
Hurn, Rev. A., B.A., D.LITT., Norwich ...	1		
Incorporated Accountants and Auditors, Society of	1		
Independent Labour Party, Norwich ...		1	
India Office	42		
Ingleby, Holcombe, M.P., King's Lynn ...		1	
John Crerar Library, Chicago	1		
Johnson, G., Birmingham		1	
Kemp's Publishing Co., London ...	1		
Kent, Ernest A., Norwich	1		
King's Lynn Museum and Art Gallery ...		4	
Leeds University	1		
Library of Congress, Washington, U.S.A. ...	14		
Liverpool University	1		
Livock, Miss J. E., Norwich	1		
London Directory Co., Ltd.	1		
London Institute	1		
Macdonald, W., & Co., Edinburgh ...	1		
Mitchell, C., & Co., Ltd., London ...	1		
National Gallery, London	1		
Norfolk County Council		1	
Norfolk Estuary Co.		75	
Norwich Art Circle		4	
Norwich Castle Museum	21	2	

	Vols.	Pamphlets.	Prints.
Norwich Consolidated Charities ...		2	
Norwich Co-operative Society	1		
Norwich Post Office Telephone ...	1		
Novello & Co., London		1	
Oliver, F. W., F.R.S., D.SC., London ...		18	
Patent Office, H.M., London	1		
Paton, Messrs. J. & J., London ...	1		
Perry, W., & Co., Ltd., London ...	1		
Preston, A. H., Norwich		22	
Prothero, G. W., M.A., LITT.D., London ...	1		
Rawlinson, W. G., London	2		
Reeve, James, F.G.S., Norwich	4	8	31
Roberts & Co., Norwich		20	
Royal Colonial Institute	1		
Rudd, Walter R., Norwich		1	1
Rye, Walter, Norwich	336	18	
Scott, A. F., Norwich	1		
Sheffield University	1		
Sier, W. H., Norwich	2		
Smallburgh Rural District Council ...		1	
Smith, A. H., Great Yarmouth ...	2		
Smithsonian Institution, U.S.A. ...	2		
Stationery Office, H.M., London ...	45	6	
Stubbs Publishing Co., Ltd.	1		
Surrey Archæological Society	1		
Truscott, J., Maidenhead	1		
University Tutorial Press, Ltd. ...	2		
Victoria, British Columbia Board of Trade	1		
Walker Art Gallery	1	1	
Walter, J. H., Norwich		1	
Watts Naval Training School, Elmham ...	3		
West Lynn Rural District Council ...		1	
Wireless Press, London	1		
Wood, F. H., Norwich		1	
Woodpeckers' Art Club, Norwich ...		8	
Yarmouth Corporation	1		
Yarmouth Musical Society		23	
Yarmouth Union		1	
Young, E. Hilton, M.P.	9		

DONORS TO BORROW HOUSE MUSEUM.

	Books.	Pamphlets.	Prints.
Beeching, H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich)	1		
Foulis, T. N., London	1		12
Morrison, Miss S., Isle of Man ...		1	

CATALOGUES, REPORTS, OR BULLETINS, HAVE BEEN RECEIVED FROM THE FOLLOWING LIBRARIES.

Accrington, Ashton-under-Lyne, Baltimore (Enoch Pratt Library, U.S.A.), Barry, Batley, Battersea, Belfast, Birkenhead, Birmingham, Bishopsgate Institute, Blackburn, Bolton, Bournemouth, Bradford, Brighton, Bristol, Brooklyn (Pratt Institute, U.S.A.), Bury, Buxton, Cambridge University Library, Cardiff, Chelsea, Cheltenham, Chicago: The John Crerar Library, Chorley, Colchester, Cork, Cripplegate Institute, Croydon, Derby, Doncaster, Dundee, Eastbourne, Eccles, Fulham, Gateshead, Hackney, Harlesden, Hornsey, Hove, Huddersfield, Hull, Hyde, Ipswich, Kensal Rise, Kettering, Kilburn, King's Lynn, Kingston-upon-Thames, Leeds, Leicester, Leyton, Lincoln, Loughborough, Lowestoft, Manchester, Manchester: John Rylands Library, Middlesbrough, New York (U.S.A.), Newark-on-Trent, Newcastle-upon-Tyne, Northampton, Norwich (Conn., U.S.A.), Nottingham, Pittsburgh (U.S.A.), Plymouth, Poplar, Portsmouth, Preston, Richmond, Rochdale, St. Helens, St. Louis (U.S.A.), St. Louis Mercantile Library (U.S.A.), Salford, Shoreditch, Stafford, Stoke Newington, Tottenham, Twickenham, Walthamstow, Washington (Library of Congress), Watford, Westminster, Whitehaven, Wigan, Willesden, Wilmington (Delaware, U.S.A.), Wimbledon, Winchester, Worcester (U.S.A.), Worcester Law Library (U.S.A.), Great Yarmouth, York.

Revenue Account for the Year

Expenditure.

	£ s. d.	£ s. d.
To Salaries		713 12 5
Loan—Interest	40 7 0	
Sinking Fund	52 13 0	
		93 0 0
Insurance	41 14 1	
Rates	68 15 0	
Books and Carriage	281 14 11	
Bookbinding	104 12 3	
Newspapers and Periodicals	92 2 8	
Printing, Stationery, and Library Appliances	62 14 5	
Printing "Readers' Guide," &c. ...	45 4 7	
Cleaning Windows	12 12 0	
General Repairs and Screening Windows ...	74 9 10	
Electric Light	88 12 1	
Gas and Water	4 4 1	
Steam for Heating	49 0 11	
Winding and Regulating Clocks ...	1 11 4	
Telephone Rental	7 18 0	
Bookshelves and Fittings	1 4 9	
Employers' Contributions—National Insurance Act, 1911	4 6 11	
Miscellaneous	26 0 3	
		966 18 1
		1773 10 6
Balance, being excess Income over Expenditure ...		69 5 4
		£1842 15 10

Fines Account for the Year

	£ s. d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	29 19 9
Bookbinding	17 5 9
Purchase of "Norfolk Chronicle" file—Third instalment	12 10 0
Pamphlet Boxes	1 17 6
	£61 13 0

Photographic Survey Account for the Year

	s. d.
To Prints for Photographic Survey	6 0

ENDED 31ST MARCH, 1916.

Income.

	£ s. d.	£ s. d.
By Sale of "Readers' Guide," &c.	20 7 6	
Borrowers' Tickets	9 7	
Papers	2 18 4	
Post Cards, &c.	4 3 9	
Special Fees for use of Library	2 15 0	
Rent of Basement	15 0 0	
Accident Compensation	1 10 0	
Miscellaneous	11 8	
		47 15 10
Rate for the period from 1st April to 30th June, 1915	447 10 0	
Rate equal to ½d. in the £ for the period from 1st July to 31st December, 1915 ...	897 10 0	
Rate for the period from 1st January to 31st March, 1916	450 0 0	
		1795 0 0
		£1842 15 10

ended 31st March, 1916.

	£ s. d.
By Fines	49 5 9
Sale of typewritten copy of "Mackerell's History of Norwich"	2 2 0
	51 7 9
Balance, being excess Expenditure over Income ...	10 5 3
	£61 13 0

ended 31st March, 1916.

	s. d.
By Balance, being excess Expenditure over Income ...	6 0

BALANCE SHEET—

Liabilities.

	£	s.	d.	£	s.	d.
Sundry Creditors				178	1	11
Revenue Balance, 31st March, 1915	119	8	5			
Ditto for the current year	69	5	4			
				188	13	9
Fines Account Revenue Balance, 31st March, 1915	43	15	4			
Less deficiency for the current year ...	10	5	3			
				33	10	1
Photographic Survey Account—						
Revenue Balance, 31st March, 1915 ...	6	1	5			
Less deficiency for the current year ...		6	0			
				5	15	5
				£406	1	2

REVENUE ACCOUNT.

Assets.

	£	s.	d.	£	s.	d.
Cash in Hand—Treasurer	404	1	2			
Librarian	2	0	0			
				406	1	2
				£406	1	2

ARTHUR F. GENTRY, F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

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N893R
1914/15

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE

YEAR ENDED 31st MARCH, 1915.

NORWICH:
Gibbs & Waller, Ltd., Lithographers and Account Book Manufacturers, Colegate St.

THE LIBRARY
OF THE
UNIVERSITY OF ILLINOIS

Photograph by *Mr. J. J. Wright, King's Lynn*

MR. HENRY JAMES HILLEN

Author of "THE HISTORY OF THE BOROUGH OF KING'S LYNN," ETC.

Born : 26 Nov., 1851. Died : 6 Nov., 1910.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

For the Year ended 31st March, 1915.

COMMITTEE:

Chairman—

ALDERMAN HENRY J. COPEMAN, J.P.

Vice-Chairman—ALDERMAN R. G. BAGSHAW, J.P.

Members of the Council—

A. W. F. BAGGE, B.A., LL.B.

ALD. BLYTH, J.P., B.A., LL.D.

G. CUBITT

J. F. HENDERSON

W. JOSEPH

A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT.)

T. S. BREESE

REV. J. GLYNN EDWARDS, B.A.

H. F. EUREN

F. W. HARMER, J.P., F.G.S., F.R. MET. SOC.

WALTER RYE

Town Clerk—ARNOLD H. MILLER.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL, M.L.A.

027.142
N893R
1914/15

CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1914-15

The Public Library Committee has pleasure in presenting the following Report on the work accomplished during the financial year ended 31st March, 1915.

BEQUESTS.

Mr. Bosworth W. Harcourt's bequest of his library, comprising about 2,250 books and pamphlets, which was announced in the last Report, was formally accepted by the Committee upon the terms specified by the testator, namely, that such books and pamphlets be known as the "Bosworth Harcourt Bequest," and that the same be not placed in circulation, but only read or consulted in the Library. Miss C. M. Nichols, R.E., S.M., N.B.A., has designed a suitable book-plate for these books, and a book-case, surmounted by the testator's name, has been provided. Mr. Harcourt's library naturally reflected his tastes; works of and about the chief poets and dramatists, well-illustrated volumes, and books on the graphic arts preponderate, and there are many volumes dealing with the history and antiquities of Norfolk and Norwich.

The Committee has much gratification in placing on record its appreciation of the late Mrs. Elizabeth Russell Hillen's munificent bequest of £500 to this Library for the advancement of local archæology, etc., on condition that the name of Hillen be permanently associated with the usage of the money. Mrs. Hillen was the widow of Mr. Henry James Hillen, a native of King's Lynn, who died in November, 1910. After retiring from the vocation of a schoolmaster he devoted much of his time to historical and archæological research, and subsequently published the fruits of part of his work in local newspapers and in several brochures. In 1907 he published his "History of the Borough of King's Lynn," in two volumes, which was very welcome, as no previous history of King's Lynn had appeared since that issued by William Richards in 1812. In this comprehensive work is gathered together a vast amount of information obtained by laborious and patient investigation, embodying the results of the latest researches regarding the municipal life, folk-lore, street nomenclature, ecclesiology, history and topography of the town and its vicinity. Written in a popular and pleasing style, this work will remain for many years to come the standard history

of King's Lynn, and a literary monument of the author's research. Mr. Hillen made considerable use of the Local Collection in our Reference Library, and the present bequest is no doubt partly in recognition of the services rendered thereby.

STOCK.

During the year 2,190 volumes and 618 pamphlets were added by purchase or gift, 1,510 volumes being located in the Lending Library, 494 volumes and 5 pamphlets in the Reference Library, and 186 volumes and 613 pamphlets in the Local Collection.

LENDING LIBRARY.

The work of reorganising the Lending Library, which was commenced by the City Librarian in June, 1911, immediately after his appointment, was completed in February, when a report thereon was received from him. When the Librarian commenced his duties he reported that the condition of the Lending Library was especially serious, and required immediate revision, as it contained accumulations of old, useless, and worn-out books, due to the fact that the Public Library had been in existence for over half a century, and the stock of books had never been subjected to a thorough overhauling. The work of reorganisation has been done systematically, class by class. Each class in turn was subjected to a thorough revision, the old and useless books were discarded, standard and popular books were purchased, then the whole class was classified according to the Dewey Decimal System of Book Classification, and catalogued in accordance with modern practice. During the present year the Committee received and adopted the following stocktaking reports on the Sociology, and the Philosophy and Religion Sections:

LIBRARIAN'S REPORT ON STOCK OF BOOKS ON SOCIOLOGY.

	Vols.		Vols.
Number of books in the Sociology Section, according to Indicators marked S, T, M, and H	948	Number of books on shelves in the Sociology Section marked S, T, M, and H	933
		Number of books entered in Arrears Book from 1902 to 1911	2
		Number of books missing	13
	948		948

Of the 933 volumes on the Library shelves, or in circulation, I have been unable to examine 9 volumes because they were in borrowers' hands while I was examining the stock. Of the 924 volumes I have handled I find that 741 volumes are suitable for

circulation, 56 volumes should be transferred to the Reference Department, and 136 volumes should be discarded.

LIBRARIAN'S REPORT ON STOCK OF BOOKS ON RELIGION AND PHILOSOPHY.

	Vols.		Vols.
Number of books in the Religion and Philosophy Sections, accord- to Indicators marked T	1,055	Number of books on shelves in the Religion and Philosophy Sections, marked T ...	1,033
Number of books stocked according to other indicators	742	Number of books on shelves, marked other than T	703
		Number of books missing	61
	1,797		1,797

Of the 1,736 volumes on the Library shelves, or in circulation, I have been unable to examine 40 volumes because they were in borrowers' hands while I was examining the stock. Of the 1,696 volumes I have handled I find that 1,094 volumes are suitable for circulation, 187 volumes should be transferred to the Reference Department, and 415 volumes should be discarded.

In order to bring the above sections up-to-date the Committee spent £50 on the Sociology Class, and £80 on the Philosophy and Religion Classes.

The Lending Library stock at the 31st March consisted of 17,259 volumes, as follows :—

Class.	Vols.
General and Bibliography	36
Philosophy	398
Religion	1,257
Sociology	1,194
Philology	114
Natural Science	957
Useful Arts	763
Fine Arts	1,192
Literature	2,247
Biography	2,272
History	1,087
Geography and Travel	1,132
Fiction	3,191
Juvenile Fiction	739
Juvenile Miscellaneous	680
Total ...	17,259

CATALOGUES: "THE READERS' GUIDE."

The last complete catalogue of the Lending Library was published in 1889, and two supplements were issued in 1891 and 1895 respectively. When the work of reorganisation was commenced it was decided, with the view of affording an immediate advantage to the public, to publish, at the price of one penny, a bi-monthly magazine entitled "The Readers' Guide," which would contain the whole or a portion of a classified catalogue of the books in one of the sections immediately after its revision, and also an annotated list of new books added to the Library. The first number, containing the Fiction Catalogue, was published on the 1st November, 1911, and the periodical has been issued regularly since that time. The following is a list of the Catalogues, with the present prices, which have been published in "The Readers' Guide":—

Fiction (Five editions, 1911-14)	1 part	1d.
History and Travel	3 parts	1d.
Natural Science	2 parts	1d.
Useful Arts	1 part	1d.
Fine Arts	2 parts	1d.
Language and Literature	4 parts	2d.
Biography	4 parts	2d.
Sociology	2 parts	1d.
Bibliography and Philosophy	1 part	1d.
Religion	2 parts*	2d.

The fourth edition of the Fiction Catalogue became out-of-print in October, and a fifth edition, with additions, was published early in November. The total number of copies of the various catalogues which have been sold during the year is 3,852, as compared with 3,337 sold last year.

The arrangement of the catalogues published in "The Readers' Guide" being a classified one, an author catalogue of all the books catalogued therein was prepared concurrently by mounting each printed entry on a separate card, and then arranging the cards according to the authors' names in a cabinet provided for public use.

A classified catalogue on cards is now in preparation, which will be contained in another card cabinet for public use. When completed there will be on cards an author and subject catalogue of every book in the Lending Library, and this will be kept up-to-date.

BORROWERS.

During the year 2,584 tickets have been issued to new borrowers, viz., 1,253 ordinary tickets, 716 juvenile tickets, and 615

* Part 2 will be published on 1st May.

students' tickets. There are now 7,745 tickets actually in force, viz., 4,685 ordinary tickets, 1,629 juvenile and 1,431 students' tickets.

ISSUES.

The number of books issued monthly from each class for home reading is shown in the statistical table printed on page 13. The Lending Library was open on 307 days (reckoning the half-day on Thursday as a whole day) and 106,757 volumes were issued, giving an average daily issue of 347 volumes, or 402 volumes counting Thursdays as half-days. The highest issue on a single day was 775 volumes, issued on Saturday, 20th March. The total number of volumes issued exceeds the previous year's total by the large number of 8,997, making the daily average issue 30 more than last year. For comparative purposes the statistical table includes the total issues from the various classes for the previous year, and for the year (1910-1911) before the work of reorganisation was commenced. The statistical table shows that borrowers quickly take advantage of the books in the classes which have been revised and catalogued. The total issue from the Philosophy, Religion and Sociology sections has increased from 460 volumes issued in the previous year to 2,116 volumes, and the total issue from the Biography section has increased from 868 volumes to 2,066 volumes. The fiction percentage, which was 83·76 in 1910-11 before the work of reorganisation was commenced, has decreased each year, the decrease from the adult and juvenile sections during the present year being 2·26 per cent., and the percentage now stands at 71·64; the fiction issued from the adult section only is 69·94 per cent.

JUVENILE SECTION.

The Juvenile Section of the Lending Library has been augmented by 185 volumes, and now contains 739 volumes of fiction and 680 books on various departments of knowledge. Under the supervision of the Librarian a classified catalogue of these books was prepared by the Sub-Librarian, and published in September, at the price of one penny. This catalogue, of which 668 have been sold, has been much appreciated by the juvenile borrowers, and has resulted in a large increase in the issue of non-fictional books, as shown in the statistical table on page 13, the fiction percentage for October to March being 70, as compared with 83 per cent. for April to September. The total annual issue was 29,296 volumes, of which 76 per cent. were fiction, as against 22,184 volumes last year, when the fiction percentage was 78.

REFERENCE LIBRARY.

A statistical table is given on page 14 showing the monthly issues of books in the Reference Library. These figures exclude

the numerous references to directories, year books, and kindred publications which are placed on the open shelves in the Reading Room. The Reference Library was open on 307 days, and 10,454 volumes were issued, giving a daily average of 34 volumes, as compared with 11,103 volumes issued last year, giving a daily average of 36 volumes.

The comparatively small number of books issued in this Department is largely due to the absence of a good catalogue and the lack of many important reference books, particularly standard dictionaries and cyclopædias. As the reorganisation of the Lending Library has been completed, a larger proportion of the money available for the purchase of books can in future be spent on reference works, and the classification and cataloguing of the books in this Department will be commenced.

LOCAL COLLECTION.

The extensive and valuable Local Collection has been augmented by 186 volumes, 613 pamphlets, and 12 prints, the majority of which were received as donations from private individuals and public bodies. The additions include 105 inclosure acts, a copy of the rare "Short History of the City of Norwich," printed for T. Goddard, Bookseller, Norwich, in 1706, and "An Essay, being a New Choice Warning to Sinners," by William Gibson, licensed schoolmaster, printed by F. C., Norwich, 1712. Other notable additions are a copy of Mr. James Reeve's monograph on "John Sell Cotman", 47 prints (including the scarce lithograph by H. Ninham of "John of All Sorts" Shop), and six photographs, all presented by Mr. James Reeve, F.G.S.

The sum of £11 8s. 1d. was expended on the binding of 120 volumes in this collection.

The Committee, believing that a typewritten copy of Benjamin Mackerell's manuscript "History of Norwich," containing his original researches, would form a valuable addition to the Local Collection, asked Mr. J. H. Gurney, F.L.S., F.Z.S., of Keswick Hall, the owner of the two volumes, if he would permit such a copy to be made. Mr. Gurney magnanimously acceded to the Committee's request, and in May the Council tendered to him its thanks. Benjamin Mackerell was the second son of John Mackerell, an Alderman of Norwich. For sixteen years he was Librarian of the old City Library, which was established in 1608, and is now housed in this Library. In 1732 he printed a catalogue of the books in the Library. He died in 1738, and was buried in the chancel of St. Stephen's Church, Norwich. Mackerell, who was a contemporary of Francis Blomefield, the famous historian of Norfolk, gained the reputation of being an accurate and painstaking

antiquary. He wrote a history of King's Lynn, which was published in the year of his death. His other works are in manuscript, two of them, "A Brief Historical Account of the Church of St. Peter of Mancroft," and "Notes on Norfolk and Norwich Churches," two volumes, are in the British Museum. The manuscript of his "History of Norwich," in two quarto volumes, was left ready for the press, but the only portion of it which has been printed is the "Account of the Company of St. George in Norwich," which was published in "Norfolk Archæology" in 1851, and reprinted as a pamphlet in the same year. The laborious work of making the typewritten copy, consisting of two foolscap volumes, making altogether 900 pages, was entrusted to one of the assistants, Mr. F. T. Bussey, who has done the work in a careful and creditable manner.

With the view of providing a handy guide to the extensive literature relating to Norwich, the City Librarian prepared an annotated and classified catalogue of the books, pamphlets, articles, and maps in the Local Collection which deal with the most important phases of Norwich. The catalogue, entitled "Guide to the Study of Norwich," was published in April, at the nominal price of one penny. This publication received commendations in the press, the Norfolk and Norwich Archæological Society marked its appreciation of it by purchasing 360 copies, and it has been the means of extending the usefulness of the Collection. The City Librarian has commenced the classification and cataloguing of the entire collection, which comprises about 6,000 volumes, 7,000 pamphlets, 7,000 prints and maps, and it is hoped that in due course a complete catalogue will be prepared, which will not only serve as a key to unlock this vast store of local information, but will also form an extensive bibliography of Norfolk and Norwich.

An important part of the Collection consists of the reports and other publications of local authorities, institutions, and societies and associations of all kinds. The Committee would welcome offers of donations of such publications, as many of the files in the Collection are unfortunately incomplete.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

Some progress has been made with the Norfolk and Norwich Photographic Survey, which was inaugurated in January, 1913, although it was deemed inadvisable to hold Survey Committee meetings and exhibitions during war time. Unfortunately no donations in cash were received, and there is only the comparatively small sum of £6 1s. 5d. available for obtaining prints from negatives offered on loan.

The Survey Collection has been augmented by 283 prints and 59 lantern slides, of which 201 prints and 56 lantern slides were

presented by the donors enumerated on page 18, and the Collection now comprises 1,804 photographs and 59 lantern slides. A valuable addition to the Collection is the series of twelve permanent photographs of paintings and drawings in the Victoria and Albert Museum, by some of the members of the Norwich School of Artists. The photographs are exceedingly fine in technique, are of large size, and are now exhibited on the public staircase. They are as follow:—John Sell Cotman's Dieppe, from the heights of the East; Landscape, with river and cattle; The Palais de Justice and the Rue St. Lô, Rouen; Shipping at the mouth of the Thames; and, A Windmill in Lincolnshire. John (Old) Crome's Forest Scene with oak trees; View on Mousehold Heath, near Norwich (A Shepherd Boy with Sheep and Dog); On the Skirts of the Forest; and, Ruined Castle—Evening. Robert Dixon's Farmyard, with figures and cattle. John Thirtle's Part of Old London Bridge, with the Church of St. Magnus, and other buildings; and, Quay Side, Norwich (finished by Henry Ninham). The Council's thanks were tendered to the Victoria and Albert Museum for this fine gift.

READING ROOM.

A complete list of the representative collection of newspapers and periodicals provided in the News and Reading Rooms is printed on pages 20-22. These rooms continue to be well used, but since the outbreak of the war the attendances have decreased by about 150 daily. The estimated daily attendances in these rooms on week-days, based on actual counts, was 1,150, giving a total attendance of 353,050. The Reading Room was closed on Sundays during June, July, August, and September, as in 1913, because of the small attendances on Sundays in previous years. The average attendance on Sundays in April and May and from October to March was 117, the total attendance being 3,993 on 34 Sundays, as compared with a total attendance of 4,083 on 35 Sundays last year, giving the same daily average.

BOOKBINDING.

The sum of £103 8s. 5½d. was expended on the binding of 1,557 volumes in the Lending and Reference Departments, in accordance with a specification which provides for sound workmanship, good materials, and leathers tanned in conformity with the recommendations of the Royal Society of Arts. The classification marks were stamped on 4,121 volumes at a cost of £10 7s. 2d.

BOOKS FOR THE BLIND.

The subscription was continued to the National Lending Library for the Blind for the loan of twenty volumes monthly in

Braille or Moon type. The total number of volumes borrowed during the year was 256, as against 219 last year.

DONATIONS.

During the period covered by this report 443 volumes, 397 pamphlets, and 61 prints were presented by various donors, as enumerated on pages 15-18. The grateful thanks of the Committee have been expressed to the donors, and the Council tendered its thanks to Mr. Thomas J. Wise for a copy of his "Bibliography of the Writings of George Borrow," of which only 100 copies were printed.

OLD BOOKS AND PERIODICALS.

The sale of worn-out books and old periodicals realised £8 4s. 1d. The best of the discarded books and some of the old newspapers were given, as in former years, to various institutions in the City for the use of the inmates.

BORROW HOUSE MUSEUM.

In June the City Committee requested this Committee to collaborate, so far as literary objects are concerned, with the Castle Museum Committee, with the view of developing the Borrow House Museum and bringing it into greater prominence. This Committee sent on loan to the Borrow House Museum ten local prints belonging to the Local Collection, which illustrate places with which George Borrow was associated. For this Museum the Committee obtained from the British and Foreign Bible Society the loan of a letter written by Borrow from Willow Lane in 1835, and from the various persons listed on pages 18-19, it obtained donations of 48 books, 46 pamphlets, 64 prints, an oil painting, and 5/6 in cash.

STAFF.

In order that the work of reorganising the Library may be completed by the present City Librarian, the Council, on the recommendation of this Committee, increased his present salary, and fixed a new maximum, he having undertaken to remain in the service of the Corporation until September, 1919.

The City Librarian attended the Annual Meeting of the Library Association which was held at London in September, and he presented to the Committee a report thereon. He was elected a member of the Council of the Library Association.

Several changes have occurred in the personnel of the staff. Two assistants, Messrs. R. Lloyd and W. B. Rix, tendered their

resignations, and in their stead two junior assistants, both of whom were educated at the City of Norwich School, were appointed: Mr. A. R. Nobbs, who passed the Senior Cambridge Local Examination, was appointed in September, and Mr. F. W. Oakes was appointed in October. Mr. J. Brooks, an attendant, was placed on three-quarter time at his own request because of his advanced age.

In July Mr. F. T. Bussey was transferred from Class 1 to to Class 2 of the Council's scale of salaries, and was appointed Senior Assistant in the Lending Department; and in March the Committee was pleased to accede to his request for permission to enlist in His Majesty's Forces for the period of the war.

CONCLUSION.

The improvement in the administration of the Library, the completion of the series of printed catalogues, and the systematic purchase of books on all departments of knowledge, have resulted in a large increase in the issue of books, particularly non-fictional books, notwithstanding the various distractions caused by the European war. The Library is now thoroughly encyclopædic in character, and provides thousands of books for the instruction, solace, and delectation of the citizens of Norwich.

The Committee desire to place on record their appreciation of the valuable services rendered by the City Librarian, to whose ability, energy, and assiduity, the reorganisation and progress of the Library is mainly due, a work in which he has been ably assisted by the Sub-Librarian.

HENRY J. COPEMAN,
Chairman.

LENDING LIBRARY.

Classification of the Issues of Books, 1914-15.

CLASSES.	Stock of Vols.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued.	Totals: 1913-14.	Totals: 1910-11.
General & Bibliography	36	—	—	—	1	1	—	3	4	9	17	11	14	60	—	3,838*
Philosophy	398	20	10	15	13	7	4	17	20	60	108	52	54	380		
Religion	1,257	22	19	20	20	8	12	19	13	10	26	37	84	290	460	586
Sociology	1,194	53	42	42	51	27	88	205	248	184	169	177	160	1,446		
Language & Literature	2,361	471	474	432	470	398	475	473	507	467	492	468	555	5,682	5,164	791
Natural Science ...	957	132	145	158	152	91	118	146	174	134	162	161	186	1,759	1,964	
Useful Arts	763	257	264	204	182	166	212	224	234	216	251	270	335	2,815	3,223	3,320
Fine Arts	1,192	412	365	329	310	279	290	312	357	331	386	334	386	4,091	4,103	
Biography	2,272	136	236	135	173	126	162	216	205	169	179	151	178	2,066	868	1,335
Geography and Travel	1,132	209	243	220	225	215	234	229	213	223	257	189	211	2,668	4,841	2,418
History	1,087	145	192	180	130	152	174	183	184	171	189	161	164	2,025		
Fiction	3,191	4,535	4,608	4,015	4,111	4,087	4,303	4,851	4,461	4,197	4,984	4,656	5,371	54,179	54,953	63,384
Tales for Juveniles ...	739	1,705	1,823	1,625	1,696	1,717	1,702	2,034	1,997	1,913	2,137	1,899	2,059	22,307	17,297	— †
Miscellaneous Books for Juveniles	680	340	377	321	289	282	366	790	833	787	853	771	980	6,989	4,887	— †
	17,259	8,437	8,798	7,696	7,823	7,556	8,140	9,702	9,450	8,871	10,210	9,337	10,727	106,757	97,760	75,672
Daily average issue ...	—	352	338	308	290	302	313	359	378	355	393	389	397	347	317	246
Number of days open	—	24	26	25	27	25	26	27	25	25	26	24	27	307	308	308

* These 3,838 vols. were almost entirely old magazines which were borrowed for the fiction contained in them.

† The books for juveniles were included in the various classes.

REFERENCE LIBRARY.

Classification of the Issues of Books, 1914-15.

CLASSES.	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March.	Total Vols. Issued	Totals 1913-14
Local Collection	201	340	204	225	152	260	178	130	117	116	215	258	2,386	2 404
Sociology and Religion	31	33	35	30	20	19	35	27	14	42	24	20	330	373
Natural Science, Fine and Useful Arts	258	233	193	211	120	226	208	186	219	213	196	207	2,470	3.297
Poetry and Drama	24	11	10	23	18	29	101	28	73	58	15	76	466	180
History and Travel	49	111	47	43	23	62	53	68	59	41	154	39	749	764
Biography and Correspondence	61	24	51	89	43	69	65	24	36	23	36	44	565	397
Magazines, Reviews and Miscellaneous	247	256	299	386	209	286	328	305	340	251	239	312	3,458	3,623
Fiction	8	1	—	—	1	1	2	2	3	1	1	—	20	65
	879	1,009	839	1,007	586	952	970	770	861	745	880	956	10,454	11,103
Daily average issue	37	39	34	37	23	37	36	31	34	29	37	35	34	36
Number of days open	24	26	25	27	25	26	27	25	25	26	24	27	307	308

DONORS TO THE LIBRARY.

	Vols.	Pamphlets.	Prints.
Aberdeen Public Library	1		
Aberdeen University	1		
Anglo-Continental Publishing Co., Ltd., London	10		
Australia, High Commissioner for ...	2		
Aylsham Rural District Council ...		34	
Bagshaw, Alderman R. G., Norwich ...			1
Beeching, H. C., D.D., D.LITT. (The Very Reverend the Dean of Norwich)	6	24	
Birmingham Public Libraries ...	2		
Blake, W. H., Billingford Hall ...	1		
Blofield Rural District Council ...		2	
Board of Trade	2		
Bolingbroke, L. G., Norwich ...		11	
Boughton, W. & Sons, Ltd., Thetford ...	13		
British Association for the Advancement of Science	1		
British Museum, Trustees of ...	19	1	
Buxton, G. F., V.D., D.L., Dunston ...	2		
Canada, High Commissioner for ...	5		
Carlyle's House Memorial Trust, Chelsea	2		
Carter-Jepson Publishing Company, Ltd., London	2		
C. H. Christmas' Charity, Yarmouth ...		20	
City and Guilds of London Institute ...	2		
Clarke, J. W., Thetford	17		
Clarke, W. G., Norwich		64	1
Coe, W. J., Swaffham		2	
Co-operative Union, Ltd.	1		
Copeman, John L., Norwich ...		1	
Coulton, G. G., M.A., Cambridge ...	2	4	
Crane, Crane, & Co., London ...	1		
Dack, Charles, Peterborough ...			4
Depwade Rural District Council ...		7	
Docking Rural District Council ...		2	
Durham University	1		
East and West Flegg Rural District Council		6	
Euren, A. D., Norwich	9		
Euren, H. F., Norwich	16	19	
Fakenham Nurses' Home		8	
Farrell, Frank J., M.SC., Beccles ...		2	
Ficklin, P. Berney, Tasburgh Hall ...		1	
Fletcher & Sons, Norwich	3		

	Vols.	Pamphlets.	Prints.
Forehoe Rural District Council ...		3	
Freebridge Lynn Rural District Council		6	
Garrod, Miss Lucy F.	1		
Geldart, Miss A. M., Norwich ...		1	
Gibbs & Waller, Norwich		1	
Glasgow Corporation	1		
Glasier, J. S. B., King's Lynn ...	1		
Great Eastern Railway Co.... ...		3	
Green, C. W., St. Albans		2	
Gurney, J. H., F.L.S., F.Z.S., Keswick ...	103	1	
Haldinstein, F. W., Norwich ...			2
Hampstead Public Libraries ...	1		
Harvey, Lieut.-Col. J. R., D.S.O., J.P., Norwich	3		
Henderson, Councillor Fred, Norwich ...	1	1	
Henstead Rural District Council ...		1	
Hooper, James, Norwich		2	
Hopwood, H. V., London		1	
Howard, G. F., Norwich	1		
Howes, C. J. A., Norwich		1	
Humanitarian League	1		
Incorporated Accountants and Auditors, Society of	1		
Incorporated Society of Musicians ...	3		
India Office	51		
Jarrold & Sons, Ltd., Norwich ...		2	
John Rylands Library, Manchester ..		1	
King, Miss Agnes G., Wroxham ...	2		
King's Lynn Education Committee ...		12	
Library of Congress, Washington, U.S.A.	4		
London Society of East Anglians ...	6		
Low, Sir Frederick, K.C., London ...	10		
Lowestoft Public Library	1		
Macdonald, W. & Co., Edinburgh ...	1		
Mann, A. H., MUS.DOC., Cambridge ...	1	2	
Marshland Rural District Council ...		2	
Mather & Crowther, Ltd , London ...	1		
Matthews & Co., Ltd., London ...	1		
Meunier, Dom Gabriel, Farnborough ...	1		
Miller, Arnold H., Norwich... ...			2
Mitford and Launditch Rural District Council		13	
Moody, T. & Co., London	1		
Morris, J. S. C., London	1		
National Union of Teachers ...	2		
New South Wales, Agent General for ...	2		

	Vols.	Pamphlets.	Prints.
Nicholson, W. A., Norwich		1	
Norfolk and Norwich Savings Bank, Norwich		1	
Norwich Castle Museum		4	
Norwich Chamber of Commerce ...		12	
Norwich Consolidated Charities Trustees		1	
Norwich Co-operative Society, Ltd. ...	1		
Norwich Guardians	1		
Norwich Science Gossip Club ...		1	
Paton, J. & J., London	1		
Peake, Edward, Norwich		1	
Peat, J. R., Norwich	2		
Perry, W. & Co., London	1		
Post Office Telephones, Norwich ...	2		
Pretoria, Town Clerk of	1		
Ramage, H., M.A., Norwich	1		
Reeve, James, F.G.S., Norwich ...	2		47
Roberts, T. W., Norwich	1	16	
Royal Colonial Institute, London ...	1		
Royal Society of Arts, London ...	1		
Rye, Walter, Lammas	4	2	
Sells, Ltd., London	1		
Sewell, Miss L. Edith, Norwich ...	4		
Shakespeare Memorial Theatre, Stratford-on-Avon		1	
Sheffield Public Library	1		
Sheffield University	1		
Smallburgh Rural District Council ...		8	
Smithsonian Institution, Washington, U.S.A.	3	2	
South Eastern and Chatham Railway Co.	1		
Spelman, Messrs., Norwich ...		2	
Stationery Office, H.M.	54	2	
Stratford Public Library ...		1	
Swaffham Rural District Council ...		2	
Trades Directories, Ltd., Edinburgh ...	1		
Trinity College of Music, London ...	1		
University Tutorial Press, Ltd., London	5		
Walsingham Rural District Council ...		1	
Wayland Rural District Council ...		3	
West Lynn Rural District Council ...		1	
West Norfolk Farmers Co., Ltd., King's Lynn		12	
Whitaker & Sons, Ltd., London ...	1		
Whitwell, Charles, Stratford ...		1	
Williams, Miss, Norwich		9	

	Vols.	Pamphlets.	Prints.
Wise, Thomas J., London	1		
Woodrow, T. J., Potter's Bar ...			1
Yarmouth Corporation	26	7	
Yarmouth Guardians		3	
Yarmouth Hospital		5	
Yarmouth Old Clo' Fund		3	
Yarmouth Public Library	1	14	
Yarmouth Savings Bank		18	

DONORS TO THE NORFOLK PHOTOGRAPHIC SURVEY.

	Photo-graphs.	Lantern Slides.
Allport, Major C. W., Yarmouth	2	
Beloe, E. M., F.S.A., King's Lynn	1	
Cave, H. T., East Dereham...	6	
Clarke, W. G., Norwich	9	
Cubitt, Councillor George, Norwich	47	
Eaton, F. R., Norwich	25	
Great Eastern Railway Co.	64	56
Gurney, Robert, J.P., Stalham	28	
Lloyd, R. E., Norwich	1	
Palmer, F. A., Norwich	4	
Victoria and Albert Museum, London	12	

DONORS TO BORROW HOUSE MUSEUM.

	Books.	Pamphlets.	Prints, etc.
Beeching, H. C., D.D., D.LITT. (The Very Rev. the Dean of Norwich) ...	1		
British and Foreign Bible Society, London	1		
Cassell & Co., Ltd., London ...	2		
Chapman & Hall, Ltd., London ...	1		
Chatto and Windus, Ltd., London ...	1		
Collins, W., Sons & Co., Ltd., Glasgow	1		
Dent, Hugh R., London	5		
Edinburgh, Royal High School, per the Rector			1
Farrell, Frank J., M.SC., Beccles ...			1
Hill, Leopold B., London	2		
Hutt, Samuel R., London			1
Jenkins, Herbert, London	1		
Lane, John, London	5		
Macmillan & Co., Ltd., London ...	1		45
Methuen & Co., London	3		
Morrison, Miss S., Isle of Man ...		1	
Carried forward ...	24	1	48

	Books.	Pamphlets.	Prints, etc.
Brought forward ...	24	1	48
Murray, John, London	17		6
Nelson, Thomas, & Sons, Ltd., London	3		
Nichols, Miss C. M., R.E., Norwich ...			1
Oxford University Press, Oxford ...	4		
Shorter, Clement K., London ...		4	7
Victoria and Albert Museum, London ...			1
Watts-Dunton, Mrs. Theodore, London			1
Wise, Thomas J., London		41	
Totals	48	46	64

Thornton, J., Leeds ... ... 5s. 6d.
Shorter, Clement K., London ... Oil Painting of John P. Hasfeld.

CATALOGUES, REPORTS, OR BULLETINS, HAVE BEEN RECEIVED FROM THE FOLLOWING LIBRARIES.

Aberdeen
Ashton-under-Lyne
Baltimore (Enoch Pratt Library, U.S.A.)
Barry
Batley
Battersea
Belfast
Birmingham
Bishopsgate Institute
Blackburn
Bolton
Bootle
Boston (U.S.A.)
Bournemouth
Bradford
Brighton
Bristol
Brooklyn (Pratt Institute, U.S.A.)
Bury
Buxton
Cambridge
Cardiff
Chelsea
Cheltenham
Chicago
Chicago: The John Crerar Library
Chorley
Cork
Coventry
Cripplegate Institute
Croydon
Derby
Doncaster
Dundee
Ealing
Eccles
Erith
Folkestone
Fulham
Gateshead
Gloucester
Hackney
Harlesden
Hartlepool
Hornsey
Hove
Huddersfield
Hyde
Ipswich
Kettering
Kidderminster
Kilburn
Kingston-upon-Thames
Leeds
Leicester
Leyton
Lincoln
Liverpool
Loughborough
Lowestoft
Luton
Manchester
Manchester: John Rylands Library
New South Wales
New York (U.S.A.)
Newark-on-Trent
Newcastle-upon-Tyne
Northampton
Norwich (Conn., U.S.A.)
Nottingham
Oxford: Bodleian Library
Paisley
Pittsburgh (U.S.A.)
Poplar
Portsmouth
Preston
Rathmines
Richmond
Rochdale
St. Helens
St. Louis (U.S.A.)
St. Louis Mercantile Library (U.S.A.)
Salem (Mass., U.S.A.)
Shoreditch
Springfield (Mass., U.S.A.)
Stoke Newington
Tottenham

Twickenham
Tynemouth
Walthamstow
Wandsworth
Washington (Library of Congress)
Waterloo-with-Seaforth
Watford
West Bromwich
West Ham
West Hartlepool
Westminster
Weston-Super-Mare
Whitehaven
Wigan
Willesden
Wilmington (Delaware, U.S.A.)
Wimbledon
Worcester
Worcester (U.S.A.)
Worcester Law Library (U.S.A.)
Yarmouth, Great
York

NEWSPAPERS, PERIODICALS, & MAGAZINES

PROVIDED IN THE

READING AND NEWS ROOMS.

(Those marked with an asterisk (*) are presented. Abbreviations: D=Daily; F=Fortnightly; M=Monthly; Q=Quarterly; W=Weekly).

*Academic Gazette (Half-yearly)
Academy (W)
*Agricultural Economist (M)
Amateur Gardening (W)
*Animal World (M)
*Animals' Guardian (M)
Antiquary (M)
*Anti-Slavery Reporter (Q)
Architect (W)
Army List (M)
*Associated Accountants' Journal (M)
Athenæum (W)
Atlantic Monthly
Badminton Magazine (M)
Bazaar, Exchange and Mart (Thurs. and Sat.)
*Bird Notes and News (Q)
Blackwood's Magazine (M)
Board of Agriculture Journal (M)
*Board of Trade Journal (W)
Bookman (M)
Boot and Shoe Trades' Journal (W)
Boys' Own Paper (M)
Bradshaw's Continental Guide (M)
Bradshaw's Railway Guide (M)
British and Colonial Printer and Stationer (W)
*British Esperantist (M)
British Journal of Photography (W)
British Printer (Bi-Monthly)
British Weekly (W)
Builder (W)
*Burlington Magazine (M)
Cabinet Maker (W)
Cage Birds (W)
*Canadian Patent Office Record (M)
Cassell's A.B.C. (M)
Cassier's Engineering Monthly
*Certified Accountants' Journal (M)
Chambers's Journal (M) (2 copies)
Christian Commonwealth (W)
Christian World (W)
Church Missionary Review (M)
Church Times (W)
*Civil Service Candidate (F)
*Civil Service Gazette (W)
Clarion (W)
Clerk (M)
Commonwealth (M)
Connoisseur (M); and supplement, Sale Prices (Q)
Contemporary Review (M)
*Cook's Traveller's Gazette (M)
*Co-operative News (W)
Cornhill Magazine (M)
*Cowkeeper and Dairyman's Journal (M)
*Cromer and North Norfolk Post (W)
*Cycling (W)
*Cyclists' Touring Club Gazette (M)
Daily Chronicle (2 copies)
Daily Citizen
Daily News and Leader
Daily Telegraph (2 copies)
*Decorators' and Painters' Magazine (M)

*Depositor (M)
Drapers' Record (W)
East Anglian Daily Times
Eastern Daily Press (4 copies, 2 presented)
Eastern Evening News (3 copies, 1 presented)
*Eastern Weekly Press
Edinburgh Review (Q)
Electrical Review (W)
Engineering (W)
*English Churchman (W)
English Historical Review (Q)
English Mechanic (W)
English Review (M)
Everyman (W)
Feathered World (W)
Field (W)
*Foresters' Miscellany (M)
Fortnightly Review (M)
Gardeners' Magazine (W)
Genealogist (Q)
Girls' Own Paper (M)
Graphic (W)
Grocer (W)
Guardian (W)
Hardware Trade Journal (W)
Harper's Magazine (M)
Hibbert Journal (Q)
Highway (M)
Illustrated London News (W)
*Incorporated Accountants' Journal (M)
Inquirer (W)
*Insurance Agent and Review (M)
*Jewish Missionary Intelligence (M)
Journal of Education (M)
*Justice (W)
*Labour Gazette (M)
Labour Leader (W)
Lady's Pictorial (W)
Liverpool Daily Post and Mercury
London Missionary Society's Chronicle (M)
*Lowestoft Journal (W)
*Lowestoft Standard (W)
Lynn Advertiser (W)
Manchester Guardian (D)
Mechanical World (W)
*Millgate Monthly
Miscellanea Genealogica et Heraldica (Q)
*Monthly Report of the Society of Musicians
Morning Post (D)
*Motor Cycling (W)
*Motor Traction (W)
Municipal Journal (W)
*Musical Herald (M)
Musical Times (M)
Nation (W)
National Home Reading Union:
General Course Magazine (M)
Special Course Magazine (M)
Young People's Magazine (M)
National Review (M)
Nature (W)
Navy List (Q)
*New Church Magazine (M)
New Statesman (W)
Nineteenth Century and after (M)
*Norfolk and Norwich Unionist (M) (2 copies)
Norfolk Chronicle (W) (3 copies, 2 presented)
Norfolk News (W) (2 copies, 1 presented)
Norwich Mercury (Twice weekly) (2 copies)
Notes and Queries (W)
Outlook (W)
Pall Mall Gazette (D)
Pall Mall Magazine (M)
*Patents, Illustrated Official Journal of (W)
*People's Weekly Journal (W)
Pitman's Journal (W)
*Plumber and Decorator (M)
*Plumbing Trade Journal (M)
*Poor Law Officers' Journal (W)
*Positivist Review (M)
Post Office Guide (Q)
*Poultry (W)
*Practical Engineer (W)
*Progress (M) (Norwich Y.M.C.A.)
Public Opinion (W)
Publishers' Circular (W)
Punch (W) (2 copies)
Quarterly Review
Queen (W)
Quiver (M)
Review of Reviews (M)
Round Table (Q)
*Royal Geographical Society's Journal (M)
*Royal Society of Arts, Journal of (W)
Saturday Review (W)
Saturday Westminster (W)
*School Government Chronicle (W)
Schoolmaster (W)
Science Progress (Q)
Scientific American (W)
Scribner's Magazine (M)
*Secretary (M)
Shipping Gazette, Lloyd's List (W)
Shoe and Leather Record (W)

Shoe Manufacturers' Monthly
Shop Assistant (W)
Sketch (W)
Socialist Review (Q)
*Society of Architects' Journal (M)
Sociological Review (Q)
Spectator (W)
Sphere (W)
Standard (D)
Statist (W)
Strand Magazine (M)
Studio (M)
Sunday at Home (M)
Superintendent and Foreman (W)
Tablet (W)
Tailor and Cutter (W)
Timber Trades' Journal (W)
Territorial Service Gazette (W)
Times (D)
*Trade Marks' Journal (W)
Truth (W)
*United Empire (M)
*Universe (W)
*University Correspondent (M)
*Vulcan (M)
*Warrant Officers' Naval Journal (M)
Weldon's Ladies' Journal (M)
Westminster Gazette (D and W)
*Wireless World (M)
Woodworker (M)
Work (W)
World's Work (M)
Yarmouth Independent (W)
Yorkshire Post (D)
Zoologist (M)
*Zoophilist (M)

Revenue Account for the Year

Expenditure.

	£ s. d.	£ s. d.
To Salaries		686 5 3
Loan—Interest	40 7 0	
Sinking Fund	52 13 0	
		93 0 0
Insurance	19 19 0	
Rates	71 17 6	
Books	332 2 1	
Carriage on Books	3 0 8	
Bookbinding	109 3 6	
Newspapers and Periodicals	99 7 0	
Printing and Stationery	53 13 6	
Printing "Readers' Guide," &c.	64 15 6	
Cleaning Windows	12 12 0	
Repairs, Painting, and Cleaning	29 15 1	
Electric Light	63 4 2	
Gas and Water	5 18 8	
Steam for Heating	49 7 5	
Winding and Regulating Clocks	1 11 5	
Telephone Rental	7 7 6	
Bookshelves and Fittings	35 6 4	
Employers' Contributions—National Insurance Act, 1911	4 17 10	
Miscellaneous	30 13 7	
		994 12 9
		1773 18 0
Balance, being excess Income over Expenditure ...		55 14 2
		£1829 12 2

Fines Account for the Year

	£ s. d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	29 2 0
Bookbinding	11 8 1
Purchase of "Norfolk Chronicle" file—Second instalment	12 10 0
	53 0 1
Balance, being excess Income over Expenditure ...	5 18 8
	£58 18 9

Photographic Survey Account for the Year

	£ s. d.
To Prints for Photographic Survey	3 9 6

ENDED 31ST MARCH, 1915.

Income.

	£ s. d.	£ s. d.
By Sale of Books	7 17 0	
"Readers' Guide," &c.	15 15 6	
Borrowers' Tickets	5 3	
Papers	8 5 3	
Post Cards, &c.	4 12 2	
Special Fees for use of Library	4 0 0	
Rent of Basement	7 10 0	
Miscellaneous	2 0	
		48 7 2
Rate for the period from 1st April to 30th June, 1914	443 15 0	
Rate equal to ½d. in the £ for the period from 1st July to 31st December, 1914 ...	890 0 0	
Rate for the period from 1st January to 31st March, 1915	447 10 0	
		1781 5 0
		£1829 12 2

ended 31st March, 1915.

	£ s. d.
By Fines	38 18 9
Sale of duplicate volumes of "Norfolk Chronicle" ...	20 0 0
	£58 18 9

ended 31st March, 1915.

	£ s. d.
By Balance, being excess Expenditure over Income ...	3 9 6

BALANCE SHEET—

Liabilities.

	£ s. d.	£ s. d.
Sundry Creditors		103 0 6
Revenue Balance, 31st March, 1914	63 14 3	
Ditto for the current year	55 14 2	
		119 8 5
Fines Account Revenue Balance, 31st March, 1914	37 16 8	
Ditto for the current year	5 18 8	
		43 15 4
Photographic Survey Account—		
Revenue Balance, 31st March, 1914 ...	9 10 11	
Less deficiency for the current year ...	3 9 6	
		6 1 5
		£272 5 8

REVENUE ACCOUNT.

Assets.

	£	s.	d.	£	s.	d.
Cash in Hand—Treasurer	270	5	8			
Librarian	2	0	0			
				272	5	8
				£272	5	8

ARTHUR F. GENTRY, F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

027.042
027.142
N893R
1913/14
Cop. 2

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

FOR THE

YEAR ENDED 31st MARCH, 1914.

NORWICH:
Gibbs & Waller, Ltd., Lithographers and Account Book Manufacturers, Colegate St.

THE LIBRARY
OF THE
UNIVERSITY OF ILLINOIS

EXHIBITION AND LECTURE ROOM.

CITY OF NORWICH

ANNUAL REPORT

OF THE

Public Library Committee

TO THE

TOWN COUNCIL

For the Year ended 31st March, 1914.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS

COMMITTEE:

Chairman—

ALDERMAN HENRY J. COPEMAN, J.P.

Vice Chairman—ALDERMAN R. G. BAGSHAW, J.P.

Members of the Council—

A. W. F. BAGGE, B.A., LL.B.

ALD. BLYTH, J.P., B.A., LL.D.

G. CUBITT

J. F. HENDERSON

W. JOSEPH

A. M. STEVENS

Co-opted Members—

THE VERY REV. THE DEAN OF NORWICH (H. C. BEECHING, D.D., D.LITT.)

T. S. BREESE

H. F. EUREN

BOSWORTH HARCOURT *(Deceased)*

F. W. HARMER, J.P., F.G.S., F.R. MET. SOC.

WALTER RYE

Town Clerk—ARNOLD H. MILLER.

City Librarian—GEO. A. STEPHEN, F.L.A.

Sub-Librarian—CHARLES NOWELL.

027.142
N893R
1913/14
cop. 2

CITY OF NORWICH

PUBLIC LIBRARY

ANNUAL REPORT, 1913-14.

The Public Library Committee has pleasure in presenting the following Report on the work accomplished during the financial year ended 31st March, 1914.

COMMITTEE.

By the death of Mr. Bosworth W. Harcourt on the 19th March, the Committee lost the valued services of an esteemed co-opted member who took an active interest in the Library for over 27 years. Mr. Harcourt was a great lover of the drama, an ardent Shakespearian student, and had histrionic ability. In the winter of 1890-91, when the Committee organized a series of popular lectures at the Blackfriars' Hall, Mr. Harcourt lectured on "Douglas Jerrold," and in the winter of 1893-4 he was the leader of a reading circle at the Library for the study of Shakespeare, in connection with the National Home Reading Union. Mr. Harcourt bequeathed his collection of books and pamphlets to the Library.

RULES AND REGULATIONS.

With the view of retaining the copyright of the manuscripts in the Library, the following rule was made :—

> "Copies may be made of the whole or any part of any manuscript, but no person shall publish the same without the permission of the Committee."

EXHIBITION AND LECTURE ROOM.

The large oval room on the second floor, at one time used as an art room, has been repaired and decorated, and electric light and heating apparatus have been installed, in order that the work of the Library may be developed. The room being top-lighted is now admirably adapted for exhibitions of local prints and photographs, lectures, and similar purposes. It was let to the Norwich and District Photographic Society for its annual exhibition from 22nd to 30th October. The exhibition was opened by the Right Hon. the Lord Mayor of Norwich (Mr. A. M. Samuel), who was supported by Mr. A. E. Coe, the President of the Society, and Councillor Copeman, the Chairman of the Public Library Committee.

During the exhibition the following lantern lectures were given, all of which were well attended:—"A Journey over the Trans-Siberian Railway," by Mr. W. P. Starmer; "George Borrow," by Mr. Edward Peake; "Loiterings in Lakeland," by Mr. W. Buston; and "A Month on an Iceland Trawler," by Mr. F. E. Smith. The room was also used for the first exhibition illustrative of the Norfolk Photographic Survey, to which reference is made on page 8.

STOCK.

During the year 1,933 volumes and 94 pamphlets were added by purchase or gift, 1,332 volumes being located in the Lending Library, 369 volumes and 6 pamphlets in the Reference Library, and 232 volumes and 88 pamphlets in the Local Collection.

LENDING LIBRARY.

The systematic reorganization of the Lending Library, section by section, which was commenced by the City Librarian immediately after his appointment in June, 1911, has been continued expeditiously, and about three-quarters of the stock have now been thoroughly overhauled, augmented by standard books, classified and catalogued. During the present year the Committee received and adopted the following stock-taking reports on the Biography, and the Magazine and Bibliography sections.

LIBRARIAN'S REPORT ON STOCK OF BOOKS IN THE BIOGRAPHY SECTION.

	Vols.		Vols.
Number of books in the Biography Section, according to Indicators marked Class B	2,025	Number of books on shelves in the Biography Section, marked Class B ...	1,977
Number of books stocked according to other indicators ...	108	Number of books on shelves, marked other than Class B...	107
		Number of books entered in Arrears Book from 1902 to 1911 ...	3
		Number of books missing	46
	2,133		2,133

Of the 2,084 volumes on the Library shelves, I find that 1,918 volumes are suitable for circulation, 90 volumes should be transferred to the Reference Library, and 76 volumes should be discarded.

LIBRARIAN'S REPORT ON STOCK OF BOOKS IN THE MAGAZINE AND BIBLIOGRAPHY SECTION.

	Vols.		Vols.
Number of books in the Magazine and Bibliography Section, according to Indicators marked Class M ...	3,936	Number of books on shelves in the Magazine and Bibliography Section, marked Class M	3,652
Number of books stocked according to other Indicators ...	18	Number of books on shelves, marked other than Class M ...	18
		Number of books entered in Arrears Book from 1902 to 1911...	8
		Number of books discarded by previous Librarians	205
		Number of books missing	71
	3,954		3,954

The above figures include 84 volumes of miscellaneous books; of this number 14 should be stocked, 4 transferred to the Reference Library, and 66 discarded.

The City Librarian reported that a large number of the bound volumes of magazines which had accumulated during half a century were in a very bad condition, that many volumes were imperfect, and that the volumes were occupying a large amount of shelving which was urgently required for stocking the new books now being purchased. The Committee therefore decided to discard 2,890 volumes, to discontinue the practice of binding volumes of magazines for the Lending Library, to transfer the remaining 696 volumes to the Reference Library, and in future to bind some of them which are still being published.

For the above-mentioned sections the Committee decided to spend £50 on important biographical works, and £3 10s. on bibliographical works.

The Author Catalogue in the card cabinet, provided for public use, has been kept up to date by mounting on a separate card each printed catalogue entry in the "Readers' Guide" published during the year, and arranging the cards in their proper sequence in the cabinet.

"READERS' GUIDE."

The "Readers' Guide" was published regularly on the first day of alternate months throughout the year, each number containing a portion of a classified catalogue of books in one of the classes which have been revised, and a classified and annotated list of new books added to the Library. The classified catalogue of the Language and Literature Sections occupied four numbers, and two parts of the catalogue of the Biography Section were published in the last two numbers. As the George Borrow celebration took place in Norwich on the 5th July, a section of the July number was devoted to George Borrow; this comprised an extensive annotated list of the published writings by and about George Borrow in the Lending and Reference Departments of the Library, an appreciative article on the "Charms of George Borrow" by Mr. Edward Peake, and a biographical sketch by the City Librarian. This publication received favourable notice in the press, and requests for copies were received from many parts of the country.

The second edition of the Fiction Catalogue, which originally appeared in the "Readers' Guide," became out of print in July, and a third edition was published in September; the latter was exhausted in February, and a fourth edition was published early in March. The total number of copies of the various catalogues which have been sold during the year is 3,337, as compared with 3,178 sold last year.

BORROWERS.

During the year 2,435 tickets have been issued to new borrowers, viz., 1,318 ordinary tickets, 717 juvenile tickets, and 400 students' tickets, and 679 tickets have been cancelled, viz., 356 ordinary tickets, 277 juvenile tickets, and 46 students' tickets. There are now 7,440 tickets actually in force, viz., 4,935 ordinary tickets, 1,493 juvenile tickets, and 1,012 students' tickets.

ISSUES.

A statistical table is given on page 12 showing the monthly issues of books from each class during the year for home reading. The Lending Library was open on 308 days (reckoning the half-day on Thursday as a whole day), and 97,760 volumes were issued, giving an average daily issue of 317 volumes. The highest issue on a single day was 682 volumes issued on Saturday, 12th April. The total number of volumes issued exceeds the previous year's total by 3,341, and the daily average issue is 7 more than last year. For comparative purposes the statistical table also gives the total issues from the various classes for the previous year, which clearly shows that borrowers quickly take advantage of the books in the

classes which have been revised and catalogued. The total issue from the Natural Science, Useful and Fine Arts Sections has increased from 6,194 to 9,290 volumes, and the total issue from the Literature Section has increased from 3,975 to 5,164 volumes. The reduction of the issue from the Biography Section is due to the temporary withdrawal of the books for the purpose of cataloguing. The figures also show that the decrease of the fiction percentage recorded last year has been further reduced by 2·3 per cent., the percentage now being 73·9 of the Lending Library issues.

JUVENILE SECTION.

The Juvenile Section which was established in November, 1911, contains 673 volumes of fiction, and 561 books on various branches of knowledge. The section continues to be greatly appreciated, the total annual issue being 22,184 as against 21,120 volumes last year.

REFERENCE LIBRARY.

The monthly issues of books in the Reference Library are shown in the statistical table on page 13. These figures exclude the numerous references to dictionaries, and to the directories, year books, and kindred publications which are placed on the open shelves in the Reading Room. The Reference Library was open on 308 days, and 11,103 volumes were issued, giving a daily average of 36 volumes. Last year the total number of volumes issued was 11,060.

LOCAL COLLECTION.

The local collection has been increased by the purchase or donation of 232 volumes, 88 pamphlets, and 9 prints, exclusive of prints obtained for the Photographic Survey. The additions include a rare volume of "Crossgrove's News or the Norwich Gazette" for the years 1728-1732, the "Norwich Gazette," 1761-1764, and a long file of its successor, the "Norfolk Chronicle," 1772-1830, 1834-1857, and 1860-1912. The Library now contains the best file of the "Norfolk Chronicle" in existence. Other notable additions of which mention may be made are the two volumes of extracts from Norfolk Parish Registers made by Mr. George Edward Cokayne, Clarenceux king-of-arms, and presented by his son, Mr. Brien Cokayne; a Medici colour print of Elizabeth Fry, presented by Sir Eustace Gurney; a framed portrait of Sir William ffolkes, presented by the committee of his portrait fund; a framed portrait of the late Right Hon. James Stuart, presented by Mrs. Stuart; and an oil painting of Edward Jerningham, by Samuel Drummond, presented by Sir Henry Stafford Jerningham.

In response to requests for information regarding specific aspects of Norwich, the City Librarian prepared an annotated and

classified catalogue of the principal books, pamphlets, articles, and maps in the Local Collection which deal with the most important phases of Norwich. In March the Committee ordered the catalogue to be printed and published at one penny a copy, in the hope that it would stimulate interest in the study of Norwich.

NORFOLK AND NORWICH PHOTOGRAPHIC SURVEY.

The success of the Norfolk and Norwich Photographic Survey, which was inaugurated by the Committee in January, 1913, has exceeded the most sanguine expectations of all persons connected with it.

The Advisory Committee, consisting of representatives of the Public Library Committee and all the local learned and scientific societies, prepared an extensive and comprehensive list of important places and objects of which photographs are desired, for the guidance of members of the Norwich and District Photographic Society and other persons who are voluntarily assisting in the practical work of the Survey. The acquisition of photographs depends entirely upon donations, but the Public Library Committee defrays the cost of mounting, cataloguing, and preserving the photographs.

The collection of the photographs commenced in May, and the total number received at the date of this report was 1,521, of which 945 were presented by the donors enumerated on page 16-18. The technique of the photographs is of a very high standard, the majority of them are platinotypes, and a large number are of whole-plate size. The subjects of the photographs illustrate the following phases of the survey: Architecture, Antiquities and Anthropology, Art, Industries, Literature, Biography, Natural Science, Topography, and Passing Events. Some of the photographs in the collection have been made from wax negatives or prints dating from the fifties and sixties, and form valuable records of places which have since disappeared or have been greatly altered. The sum of £25 9s. 6d. was contributed by the persons and societies listed on page 16.

The first exhibition of local record photographs illustrative of the work of the survey was arranged by the City Librarian, and was held during the first two weeks of December, the exhibition being open free to the public from 2 to 5 p.m. during the first week, and from 7 to 10 p.m. during the second week. The photographs were exhibited in frames having removable backs, and they were grouped in panels, as shown in the frontispiece, each panel illustrating a section of the survey. Each photograph had a label giving a description of the place or object photographed, the name of the photographer, and the name of the donor, and in order to increase the educational value of the photographs some of the labels gave references to books in the Local Collection dealing with

the subjects of the photographs. In previous years the record photographs of members of the Norwich and District Photographic Society, in competition for the silver cup awarded by Sir Eustace Gurney for the best set of local record photographs, formed a small section of the annual exhibition of the Norwich and District Photographic Society; but this year it formed part of the exhibition of local record photographs, and as a consequence the number of record photographs sent in was the highest ever received. The opening ceremony was performed by Mr. Russell J. Colman, D.L., J.P., the President of the Survey, under the presidency of the Right Hon. the Lord Mayor of Norwich (Mr. James A. Porter), who was accompanied by the Lady Mayoress and the Sheriff (Mr. C. T. Coller).

In the course of a felicitous speech, Mr. Colman described the work of the survey during the year, and appealed for subscriptions, amounting to £20 or £30 annually, for carrying on an adequate survey.

The total attendance at the exhibition was 1,781; of this number 1,185 were adults and 596 were senior scholars from the Norwich schools, who came in batches under the supervision of teachers.

Any person desiring to assist in the work of the survey can obtain from the City Librarian a leaflet giving particulars of the scheme, and a list of places and objects of which photographs are required.

READING AND NEWS ROOMS.

The list of newspapers and periodicals displayed in the News and Reading Rooms was revised in March, a complete list of those now provided being printed on pages 19-21. The estimated daily attendances in these rooms on week-days, based on actual counts, was 1,298, giving a total attendance of 399,820. Because of the small attendances on Sundays during the summer months, the Reading Room was closed on Sundays during June, July, August and September; the average attendance on Sundays during the months it was open was 117, the total attendance being 4,083 on 35 Sundays.

BOOKBINDING.

During the year 1,420 volumes have been re-bound in strong library bindings at a cost of £98 9s. 2d., and 3,091 volumes have been lettered with the classification marks at a cost of £7 19s. 6d.

BOOKS FOR THE BLIND.

The subscription was continued to the National Lending Library for the Blind for the loan of 20 volumes monthly in Braille or Moon type. The total number of volumes borrowed by blind persons during the year was 219 as against 196 last year.

DONATIONS.

Various donors presented 386 volumes, 51 pamphlets, and 9 prints during the year, as enumerated on pages 14-16, and private donors undertook to present three periodicals to the Library regularly as issued. The thanks of the Committee have been expressed to the donors.

OLD PERIODICALS AND BOOKS.

The sale of old periodicals realised £4 9s. 10½d. Some of the old newspapers and periodicals and the best of the discarded books have been sent to various institutions in the City for the use of the inmates.

DISTRESS OFFICES.

In accordance with the Council's instruction made on the repeated requests of this Committee, the Distress Committee vacated in June the upper rooms of the Library which it had used as Distress Offices, and the rooms are now used for Library purposes. It was reported that the Distress Committee had not contributed any sum towards the rates paid in respect of the Library buildings, in accordance with the conditions under which the rooms were let to it. After receiving a statement from the City Accountant showing the amount expended by the Distress Committee on the rooms no further action was taken.

NATIONAL HOME READING UNION.

The Secretary of the National Home Reading Union suggested that the Committee should grant the use of a room for the purpose of reading circles next autumn, and the Committee being of the opinion that the alliance between the Union and the Public Library would be to the mutual advantage of each, decided to accede to the Secretary's request.

The aims of the Union are—(1) To guide readers of all ages in the choice of books; (2) To direct and assist self-education; (3) To group readers in circles for mutual help and interest, and to unite them as members in a great reading guild. Circle membership fees for the four sections, including the Book List and Magazine corresponding to the respective section, are as follow: Special Courses, 3/6; General Course, 2/-; Young People's Course, 1/-; Introductory Course, 9d.

The Committee believes that the formation of reading circles at the Library would encourage borrowers to read systematically, and would afford young people an excellent opportunity of extending their school education. A convenient room can be allocated for the purpose, and, as the Library is equipped with standard books on innumerable subjects, it is hoped that sufficient people will express to the City Librarian their willingness to join circles, in order that arrangements may be made for their formation.

STAFF.

The Librarian attended the Annual Conference of the Library Association which was held at Bournemouth during the first week in September, and he presented to the Committee a report thereon.

There have been several changes in the personnel of the staff during the year. The typist, Miss L. M. Shorten, and two assistants, Messrs. F. Parker and R. Restieaux, having tendered their resignations, an opportunity was afforded of arranging the staff on a better basis, and two appointments were made. The office of typist was abolished, and the office of Sub-Librarian, which had remained in abeyance for several years, was re-established. In October the Committee advertised for a Sub-Librarian, and received 32 applications from assistant librarians. In the final selection only candidates possessing certificates of the Library Association were considered, and Mr. Charles Nowell, Chief Assistant of the Coventry Public Libraries, was appointed. Mr. Nowell has had previous training at the Kendal and Ashton-under-Lyne Public Libraries; he holds the Library Association's certificates for Cataloguing (with merit), Classification, Library History and Equipment (with merit), and Library Routine, and the National Union of Teachers' Second Class Certificate for French. Mr. Cecil Dye was appointed a Junior Assistant in January; he was educated at the City of Norwich School, and he passed the Senior Cambridge Local Examination. With the view of increasing the efficiency of the staff, the Committee has made the appointments of Junior Assistants conditional on their obtaining the professional certificates of the Library Association. Mr. Frank Bussey, a Junior Assistant, sat in May for the examination in Library Routine, and passed—a creditable achievement after fifteen months' training.

CONCLUSION.

Apart from the satisfactory work of the Library indicated by the statistics, good progress has been made in the improvement of the administrative work of the Library, which, when completed, will enable the Library worthily to serve the needs of the citizens of Norwich, so far as they can be served by books and illustrations.

HENRY J. COPEMAN,
Chairman.

LENDING LIBRARY.

Classification of the Issues of Books, 1913-14.

Months.	Days open.	Natural Science.	Useful Arts.	Fine Arts.	History and Travel.	Biography	Literature, Magazines, &c.	Sociology, Philosophy, and Religion.	Fiction.	Juvenile		Total Issues.	Average Daily Issues.
										Fiction.	Miscellaneous		
April	26	189	344	424	555	112	208	42	4734	1376	590	8574	330
May	26	212	282	311	506	101	346	31	4501	1359	565	8214	316
June	25	173	223	295	386	84	280	32	3865	1370	430	7138	286
July	27	158	243	308	339	58	471	37	4216	1458	442	7730	286
August ...	25	126	271	255	323	76	385	40	4219	1273	293	7261	290
September ...	26	165	281	323	341	65	459	44	4570	1321	300	7869	303
October ...	27	170	283	307	379	56	459	35	4845	1443	343	8320	308
November ...	25	179	282	250	401	49	510	43	5024	1481	394	8613	345
December ...	24	144	192	336	355	40	479	50	4285	1361	291	7533	314
January ...	27	129	227	432	388	57	498	27	4904	1539	366	8567	317
February ...	24	163	279	433	447	61	512	25	4704	1530	450	8604	359
March ...	26	156	316	429	421	109	557	54	5086	1786	423	9337	359
	308	1,964	3,223	4,103	4,841	868	5,164	460	54,953	17,297	4,887	97,760	317
Totals: 1912-13	304	6,194			5,457	1,180	3,975	690	55,803	16,149	4,971	94,419	310

REFERENCE LIBRARY.

Classification of the Issues of Books, 1913-14.

Months.	Days open.	Local Collection.	Natural Science, Fine and Useful Arts.	Biography and Correspondence.	Poetry and Drama.	Fiction.	History and Travel.	Magazines, Reviews, and Miscellaneous.	Sociology and Religion.	Total.	Average Daily Issues.
1913											
April	26	242	164	33	15	—	56	343	32	885	34
May	26	233	143	33	16	—	48	315	61	849	33
June	25	223	124	47	23	1	45	271	22	756	30
July	27	160	153	20	14	1	30	231	24	633	23
August	25	289	165	29	6	3	100	218	39	849	34
September	26	195	235	40	9	—	127	365	22	993	38
October	27	159	351	31	19	—	74	346	30	1010	38
November	25	164	462	29	12	2	39	339	25	1072	43
December	24	135	548	25	3	7	33	229	19	999	42
1914											
January	27	253	365	26	17	16	52	265	27	1021	38
February	24	115	282	34	27	16	88	344	42	948	40
March	26	236	305	50	19	19	72	357	30	1088	42
	308	2,404	3,297	397	180	65	764	3,623	373	11,103	36
Totals : 1912-13	304	2,908	1,968	439	419	5	930	3,990	401	11,060	36

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Mylne, R. S., London	3	
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National Society for the Prevention of Cruelty to Children	1	
National Union of Teachers	1	
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Gurney, Sir Eustace, J.P., Sprowston	8
Haldinstein, A., J.P.	1
Hardwick, G. E.	15
Hardy, A. E.	6
Harmer, F. W., F.G.S., F.R. MET. SOC., Cringleford ...	36
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Howlett & White, Ltd.	7
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Marsh, J. E.	1
Norfolk, His Grace the Duke of	6
Norwich City Committee	70
Norwich Electricity Committee	6
Norwich Water Works Co.	13
Oxbrow, A. W., F.R.M.S.	37

	Photographs.
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Peake, Mrs. Edward	1
Peake, Edward	23
Ralph, F., Dersingham	1
Ransome, G.	3
Reeve, James	7
Rudd, Walter	3
Rye, Walter	1
Samuel, A. M.	1
Sandringham Estate Office	22
Smith, F. E.	1
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Turner, Miss E. L., F.L.S., F.Z.S., Tunbridge ...	23
Warburton, J. S.	1
White, G. Ernest	1
Wigg, T. J., Yarmouth	17
Winfrey, Richard, M.P., J.P., Hunstanton ...	1
Young, S. J.	1
Total	945

Where no place is given in the above list Norwich is understood.

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Lowestoft
Luton
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Manchester: John Rylands Library
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Shoreditch
South Shields
Springfield (Mass., U.S.A.)
Stoke Newington
Tottenham
Twickenham
Walthamstow
Wandsworth
Washington (Library of Congress)
Waterloo-with-Seaforth
Watford
West Bromwich
West Hartlepool
Westminster
Weston-Super-Mare
Whitehaven
Wigan
Willesden
Wilmington (Delaware, U.S.A.)
Wimbledon
Worcester
Worcester (U.S.A.)
Worcester Law Library (U.S.A.)
Yarmouth, Great
York

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PROVIDED IN THE

READING AND NEWS ROOMS.

(Those marked with an asterisk (*) are presented. Abbreviations: D=Daily; F=Fortnightly; M=Monthly; Q=Quarterly; W=Weekly.)

Academy (W)
*Agricultural Economist (M)
Amateur Gardening (W)
*Animal World (M)
*Animals' Guardian (M)
Antiquary (M)
*Anti-Slavery Reporter (Q)
Architect (W)
Army List (M)
*Associated Accountants' Journal (M)
Athenæum (W)
Atlantic Monthly
Badminton Magazine (M)
Bazaar, Exchange and Mart (Wed., Fri., and Sat.)
*Bird Notes and News (Q)
Birmingham Daily Post
Blackwood's Magazine (M)
Board of Agriculture Journal (M)
*Board of Trade Journal (W)
Bookman (M)
Boot and Shoe Trades' Journal (W)
Boys' Own Paper (M)
Bradshaw's Continental Guide (M)
Bradshaw's Railway Guide (M)
British and Colonial Printer and Stationer (W)
*British Esperantist (M)
British Journal of Photography (W)
British Printer (Bi-Monthly)
British Weekly (W)
Builder (W)
*Burlington Magazine (M)
Cabinet Maker (W)
Cage Birds (W)
*Canadian and British News (W)
*Canadian Mail (W)
*Canadian Patent Office Record (M)
Cassell's A.B.C. (M)
Cassier's Magazine (M)
*Certified Accountants' Journal (M)
Chambers's Journal (M) (2 copies)
Chemical World (M)
Christian Commonweath (W)
Christian World (W)
Church Missionary Review (M)
Church Times (W)
*Civil Service Aspirant (F)
*Civil Service Candidate (F)
*Civil Service Gazette (W)
Clarion (W)
Clerk (M)
*Common Cause (W)
Commonwealth (M)
Connoisseur (M); and supplement, Sale Prices (Q)
Contemporary Review (M)
*Cook's Traveller's Gazette (M)

*Co-operative News (W)
Cornhill Magazine (M)
*Cowkeeper and Dairyman's Journal (M)
*Cromer and North Norfolk Post (W)
*Cycling (W)
*Cyclists' Touring Club Gazette (M)
Daily Chronicle (2 copies)
Daily Citizen
Daily News and Leader
Daily Telegraph (2 copies)
*Decorators' and Painters' Magazine (M)
*Depositor (M)
Drapers' Record (W)
East Anglian Daily Times
Eastern Daily Press (4 copies, 2 presented)
Eastern Evening News (3 copies, 1 presented)
*Eastern Weekly Press
Edinburgh Review (Q)
*Educational Review (M)
Electrical Review (W)
Engineering (W)
*English Churchman (W)
English Historical Review (Q)
English Mechanic (W)
English Review (M)
Everyman (W)
Feathered World (W)
*Ferro-Concrete (M)
Field (W)
*Foresters' Miscellany (M)
Fortnightly Review (M)
Gardeners' Magazine (W)
Genealogist (Q)
Girls' Own Paper (M)
Graphic (W)
Grocer (W)
Guardian (W)
Hardware Trade Journal (W)
Harper's Magazine (M)
Hibbert Journal (Q)
Highway (M)
Illustrated London News (W)
*Incorporated Accountants' Journal (M)
*India (W)
*Individualist (Bi-monthly)
Inquirer (W)
*Insurance Agent and Review (M)
*Jewish Missionary Intelligence (M)
Journal of Education (M)
*Justice (W)
*Labour Gazette (M)
Labour Leader (W)
Lady's Pictorial (W)
Liverpool Daily Post and Mercury
London Missionary Society's Chronicle (M)
*Lowestoft Journal (W)
*Lowestoft Standard (W)
Lynn Advertiser (W)
Manchester Guardian (D)
Mechanical World (W)
*Millgate Monthly
Miscellanea Genealogica et Heraldica (Q)
*Monthly Notes on Tariff Reform
*Monthly Report of the Society of Musicians
Morning Post (D)
*Motor Cycling (W)
*Motor Traction (W)
Municipal Journal (W)
*Musical Herald (M)
Musical Times (M)
Nation (W)
National Home Reading Union:
General Course Magazine (M)
Special Course Magazine (M)
Young People's Magazine (M)
National Review (M)
Nature (W)
Navy List (Q)
*New Church Magazine (M)
*New Statesman (W)
Nineteenth Century and after (M)
Norfolk Chronicle (W) (3 copies, 2 presented)
Norfolk News (W) 2 copies, 1 presented)
Norwich Mercury (Twice weekly) (2 copies)
Notes and Queries (W)
Outlook (W)
Pall Mall Gazette (D)
Pall Mall Magazine (M)
*Patents, Illustrated Official Journal of (W)
*People's Weekly Journal (W)
Pitman's Journal (W)
*Plumber and Decorator (M)
*Plumbing Trade Journal (M)
*Poor Law Officers' Journal (W)
*Positivist Review (M)
Post Office Guide (Q)
*Poultry (W)
*Practical Engineer (W)
*Progress (M) (Norwich Y.M.C.A.)
Public Opinion (W)
Publishers' Circular (W)
Punch (W) (2 copies)
Quarterly Review

Queen (W)
Quiver (M)
*Railway Clerk (M)
Review of Reviews (M)
Round Table (Q)
*Royal Geographical Society's Journal (Half-yearly)
*Royal Society of Arts, Journal of (W)
Saturday Review (W)
*School Government Chronicle (W)
Schoolmaster (W)
Science Progress (Q)
Scientific American (W)
Scribner's Magazine (M)
*Secretary (M)
Shipping Gazette, Lloyd's List (W)
Shoe and Leather Record (W)
Shoe Manufacturers' Monthly (M)
Shop Assistant (W)
Sketch (W)
Socialist Review (Q)
*Society of Architects' Journal (M)
Sociological Review (Q)
Spectator (W)
Sphere (W)
Standard (D)
Statist (W)
Strand Magazine (M)
Studio (M)
Sunday at Home (M)
Superintendent and Foreman (W)
Tablet (W)
Tailor and Cutter (W)
Timber Trades' Journal (W)
Territorial Service Gazette (W)
Times (D)
*Trade Marks' Journal (W)
Truth (W)
*United Empire (M)
*Universe (W)
*University Correspondent (M)
*Vulcan (M)
*Warrant Officers' Naval Journal (M)
Weldon's Ladies' Journal (M)
Westminster Gazette (D)
Woodworker (M)
Work (W)
World's Work (M)
Yarmouth Independent (W)
Yorkshire Post (D)
Zoologist (M)
*Zoophilist (M)

Revenue Account for the Year

Expenditure.

		£ s. d.	£ s. d.
To Salaries			720 19 7
Loan—Interest		40 7 0	
Sinking Fund		52 13 0	
			93 0 0
Insurance		18 3 2	
Rates		70 16 8	
Books		222 13 3	
Carriage on Books		2 8 4	
Bookbinding		110 1 0	
Newspapers and Periodicals		119 17 6	
Printing and Stationery		57 18 2	
Printing "Readers' Guide"		48 0 3	
Cleaning Windows		11 7 8	
Repairs, Painting, and Cleaning		35 18 1	
Photographic Survey Room—			
Repairing and Decorating ...	47 4 10		
Fixing Electricity Installation	13 13 4		
Do. Heating Apparatus ...	35 0 0		
		95 18 2	
Electric Light		77 15 8	
Repairs to Electric Fittings		2 2 1	
Gas and Water		4 17 1	
Steam for Heating		39 12 0	
Winding and Regulating Clocks		1 11 4	
Telephone Rental		7 5 6	
Bookshelves and Fittings		14 11 4	
City Librarian attending Conference at Bournemouth		5 1 0	
Expenses of Candidates for post of Sub-Librarian		12 0 5	
Employers' Contributions—National Insurance Act, 1911		5 5 6	
Miscellaneous		18 4 2	
			981 8 4
			£1795 7 11

Fines Account for the Year

	£ s. d.
To Books, Manuscripts, Prints, &c., for Local Collection ...	22 17 6
Bookbinding	6 11 0
Boxes and Mounts for Prints	2 6 5
Purchase of "Norfolk Chronicle" file—First instalment	12 10 0
	£44 4 11

Photographic Survey Account for the Year

	£ s. d.
To Prints for Photographic Survey	15 18 7
Balance being excess Income over Expenditure ...	9 10 11
	£25 9 6

ENDED 31ST MARCH, 1914.

Income.

	£	s.	d.	£	s.	d.
By Sale of "Readers' Guide," &c.	13	18	9			
Borrowers' Tickets		5	3			
Papers	4	9	11			
Post Cards, &c.	2	17	11			
Special Fees for use of Library	1	15	0			
Hire of Room	2	0	0			
Miscellaneous		15	8			
				26	2	6
Rate for the period from 1st April to 30th June, 1913	440	10	0			
Rate equal to ½d. in the £ for the period from 1st July to 31st December, 1913 ...	885	0	0			
Rate for the period from 1st January to 31st March, 1914	443	15	0			
				1769	5	0
Balance being excess Expenditure over Income						5
				£1795	7	11

ended 31st March, 1914.

	£	s.	d.
By Fines	27	9	6
Balance being excess Expenditure over Income ...	16	15	5
	£44	4	11

ended 31st March, 1914.

	£	s.	d.
By Donations	25	9	6
	£25	9	6

Liabilities.

	£ s. d.	£ s. d.
Sundry Creditors		59 7 6
Revenue Balance, 31st March, 1913 ...	63 14 8	
Less deficiency for the current year ...	5	
		63 14 3
Fines Account Revenue Balance, 31st March, 1913	54 12 1	
Less deficiency for the current year ...	16 15 5	
		37 16 8
Photographic Survey Account— Revenue Balance for the current year ...		9 10 11
		£170 9 4

REVENUE ACCOUNT.

Assets.

			£ s. d.	£ s. d.
Cash in Hand—Treasurer	...	...	168 9 4	
Librarian	...	...	2 0 0	
				170 9 4
				£170 9 4

ARTHUR F. GENTRY, F.S.A.A.,
City Accountant.

THE LIBRARY OF THE
MAY 22 1940
UNIVERSITY OF ILLINOIS